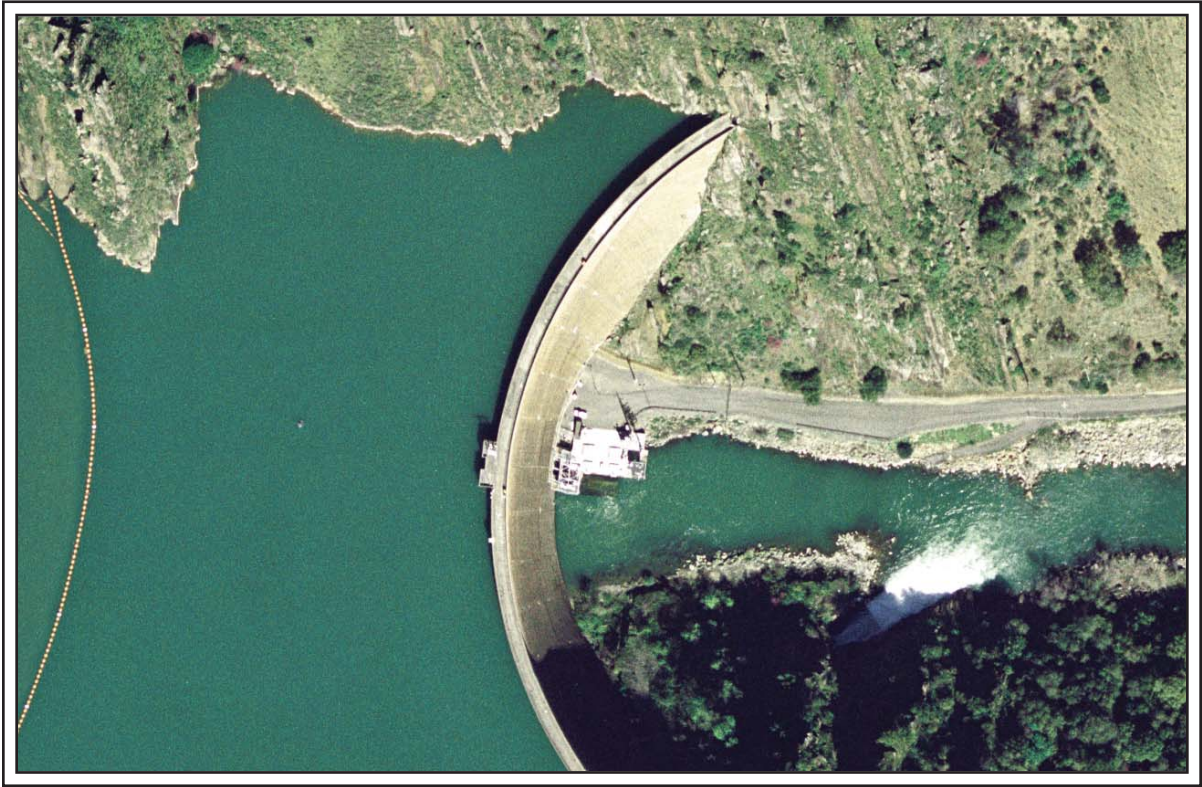


Background



Significant planning and stakeholder involvement has occurred through prior resource management activities, including a number of county-level IRWMPing processes. The Westside-Sacramento Regional Water Management Group (Westside RWMG) will effectively leverage the previous efforts into a functionally-integrated, watershed-based resource management plan. This section provides context for the work plan and includes a brief summary of the following topics:

- The Regional Water Management Group
- The Region
- Existing or Partially completed IRWMPs
- Stakeholder Identification and Engagement, Including Disadvantaged Communities
- Process for Identifying Water-Related Objectives and Conflicts
- Process for Setting Criteria and Developing Regional Priorities
- Management of Data Collection and Technical Analysis
- Application of Integrated Resource Management Strategies
- Anticipated IRWMP Implementation Process, Impacts, and Benefits
- Review of Prior IRWMPs Relative to Current IRWMP Standards

Westside Regional Water Management Group (RWMG)

The Westside RWMG represents primarily the Cache and Putah Creek watersheds. The watersheds of these two creeks encompass portions of the following counties: Lake, Napa, Solano, Colusa, and Yolo. The specific Westside RWMG Regional Public Agencies are:

- Lake County Watershed Protection District (Lake County WPD)
- Napa County Flood Control and Water Conservation District (Napa County FC&WCD)
- Solano County Water Agency (SCWA)
- Water Resources Association of Yolo County (WRA of Yolo County)
- Colusa County Resource Conservation District (Colusa County RCD)

As discussed in more detail later in this application, the RWMG consists of the five Regional Public Agencies listed above, and a Coordinating Committee (CC) appointed by these agencies. The CC will oversee development of the Westside IRWMP until the adoption of the IRWMP including all technical and outreach components.

Leveraging existing regional planning structures increases regional collaboration and communication

The Westside RWMG leverages existing regional planning structures to increase regional collaboration and communication. Each of the five Regional Public Agencies has a well-established planning and stakeholder involvement role within their respective counties. The table below summarizes the role of each member agency in representing the five county area and provides a summary of existing and future activities to be leveraged for this project.

The Westside RWMG is designed to take full advantage of these and other established planning and communication structures during preparation of the IRWMP.

Member	County Represented	Activities to be Leveraged
Lake County WPD	Lake County	Has coordinated meetings with Lake County stakeholders for over three years in an effort to educate stakeholders on the need for IRWMPing, build relationships and develop mutual goals and objectives for Lake County, and will continue this approach.
Napa County FC&WCD	Napa County	Representing Napa County in the Westside RWMG process for those portions of Napa County in the Putah Creek/Lake Berryessa drainage basins.
SCWA	Solano County	Will represent all entities within Solano County who have an interest in the Westside IRWMP process.
WRA of Yolo County	Yolo County	Well-established body with an effective means of communication and history of collaborative planning efforts within Yolo County. It was also the group that coordinated the overall development of the 2007 Yolo County IRWMP.
Colusa County RCD	Colusa County	Representing Colusa County in the Westside RWMG for the sparsely populated Bear Creek portion of the Cache Creek watershed.



The Region

Coordinating with Bordering/ Overlapping Regions Is Essential

The Regional Public Agencies coordinate with each other at present, and in the future will cooperate more closely with overlapping and immediately adjacent regions. For example, the Westside RWMG will coordinate with the Northern Sacramento Valley RWMG (which includes Butte, Colusa, Glenn, Shasta, Sutter, and Tehama counties) on IRWMP matters that relate to the portion of Colusa County contained in the Westside RWMG boundary.

As shown in Figure 1, the Cache and Putah Creek watersheds comprise most of the Westside IRWM region, which encompasses all or part of the five counties: Lake, Napa, Solano, Colusa, and Yolo. In addition to the two principal watersheds, the region includes two small areas in the northeastern portion of Yolo County and the southeastern portion of Solano County. These areas were included in the region because they were not likely to be included in neighboring IRWM regions, and because they share groundwater basin interconnections. The lower Cache Slough watershed drains into the Sacramento-San Joaquin Delta and is located entirely in eastern Solano County. The watershed is underlain by the Solano Groundwater Sub-basin (DWR Sub-basin 5-21.66), which underlies much of the rest of eastern Solano County and southeastern Yolo County area. The lower Cache Slough watershed is contiguous with the Putah Creek watershed. The Yolo Bypass is a large floodway that is a critical component of the Sacramento River Flood Control System. It allows floodwaters to be diverted out of the Sacramento River north of the Sacramento urban region, and returns the floodwaters back to the system near Rio Vista in the Sacramento-San Joaquin Delta. Most of the Bypass is farmed, and it is also nationally recognized for important migratory waterfowl habitat. The northeastern Yolo County area north of Cache Creek is drained

by a number of small watersheds terminating in the Colusa Basin Drain. These small watersheds are underlain by the Colusa Groundwater Sub-basin (DWR Sub-basin 5-21.52) but are wholly contained within Yolo County. The area is contiguous with the Cache Creek watershed. From the hydrologic and institutional perspectives both areas are integral parts of the Westside IRWM region.

In summary, the region includes:

- Political/jurisdictional boundaries: the entirety of Yolo County and portions of Colusa, Lake, Napa, and Solano Counties
- Groundwater basins as defined in DWR Bulletin 118, Update 2003 – California's Groundwater: 5-94, 5-13, 5-14, 5-15, 5-31, 5-93, 5-64, 5-92, 5-66, 5-30, 5-18, 5-19, 5-68, 5-20, 5-21.68, 5-21.67, and 5-21.66.
- Surface water bodies: Clear Lake, Lake Berryessa, Indian Valley Reservoir, Putah Creek, and Cache Creek.
- Major water related infrastructure: Monticello Dam, Lake Solano and the diversion to the Putah South Canal, North Bay Aqueduct, Indian Valley Dam, Cache Creek Dam, Capay Diversion Dam, and the Tehama-Colusa Canal which starts at Red Bluff and terminates near Dunnigan in Yolo County. Some of this infrastructure is associated with water supply and other issues that cross IRWMP boundaries, and will be addressed as it may affect the Westside plan.
- Multiple local agencies, including 9 incorporated cities and more than 70 service districts

Serving As A Forum For Different Water Agencies And Stakeholders To Communicate And Develop Collaborative Watershed-Based Solutions

Many agencies share the few key water sources within the Westside region. A majority of the water rights and contractual rights in the region are held by agencies in Yolo, Solano and Lake

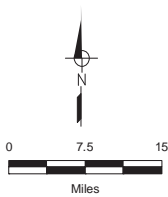




FIGURE 1

**Prop 84 IRWM Planning
Grant Application**

**WESTSIDE RWMG
REGION BOUNDARY MAP**



N:\Clients\350 WRA of Yolo County\00-10-03 IRWMP Funding - Westside RWMG\GIS\Figures\Fig1 WestsideRWMG_DAC_Regional_20100924.mxd 9/27/2010

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counties, including Yolo County FC&WCD and SCWA. Proximity to water sources, customer types within the water agencies, and varying watershed land uses within the region translate into varying levels of emphasis on water quality, supply reliability, environmental stewardship, and flood management. For example, the multiple water providers in the Clear Lake area of Lake County may be most concerned about Clear Lake water quality, while the Yolo County FC&WCD may be more interested in water supply and flood management aspects of Clear Lake. The Westside

RWMG serves as a forum for different water agencies and stakeholders to communicate and develop collaborative watershed-based solutions.

Existing or Partially Completed IRWMPs

Significant IRWMPing has occurred within the Westside region. Prior IRWMPing efforts are summarized below for each of the five counties.

Existing IRWMPing Efforts and Future Collaboration

YOLO COUNTY | ADOPTED YOLO COUNTY IRWMP IN 2007

The WRA of Yolo County believes that a collaborative effort within the Westside region and neighboring regions is essential to managing existing resources and, even more importantly, to embark on new collaborative projects that can enhance water supply reliability and quality. Therefore, the WRA of Yolo County will not be updating the Yolo County IRWMP and instead has become a member of the Westside RWMG with a focus on the Putah and Cache Creek watersheds.

SOLANO COUNTY | ADOPTED THE SOLANO AGENCIES IRWMP IN 2005 WHILE SIMULTANEOUSLY PARTICIPATING IN THE BAY AREA IRWMP

The SCWA adopted the Solano Agencies IRWMP in 2005 while simultaneously participating in the Bay Area IRWMP. The 2005 Solano Agencies IRWMP was based on the Solano County boundary, encompassing multiple watersheds.

SCWA will not be updating the Solano Agencies IRWMP and instead has become part of the Westside IRWMP for the portion of Solano County that is in the Putah Creek watershed. SCWA is also continuing participation in the Bay Area IRWMP process for the part of Solano County that is in the San Francisco Bay Area watershed and funding area.

LAKE COUNTY | PARTICIPANT IN THE NORTH COAST IRWMP, INITIAL PHASES OF LAKE COUNTY IRWMP BEGAN IN MAY 2005

Lake County was initially involved in the development stages of the North Coast IRWMP. In 2008, Lake County signed on as a participant in the North Coast IRWMP. In addition, Lake County WPD works with the Yolo County FC&WCD to address Clear Lake issues and to develop projects of mutual benefit with a focus on the Cache Creek watershed. Therefore, Lake County staff attended several of the meetings during development of the 2007 Yolo County IRWMP.

Since 2005, Lake County staff has been progressing toward developing an IRWMP for the county. Beginning in May 2007, the County has held public meetings and has established strong stakeholder participation.

Lake County will no longer pursue an independent Lake County IRWMP. Instead, the portion of Lake County in the Cache and Putah Creek watersheds will become part of the Westside IRWMP.

NAPA COUNTY | NAPA COUNTY IRWMP FUNCTIONAL EQUIVALENT, DATED JUNE 2005.

In 2005, Napa County formed the Napa County RWMG, a working group of local water agencies, with the Flood Control District as the lead agency. The group worked together to draft the Napa County IRWMP Functional Equivalent, dated June 2005.

Napa County is now participating in the Bay Area RWMG for the Napa River watershed, and the Westside RWMG efforts for the Putah Creek watershed.

COLUSA COUNTY

The Bear Creek watershed in Colusa County has not previously been included in any IRWMP.

Bear Creek is tributary to Cache Creek, so this small portion of Colusa County will be included in the Westside IRWMP



Stakeholder Identification and Engagement, Including Disadvantaged Communities

The Regional Public Agencies have already engaged a wide variety of stakeholders, including Disadvantaged Communities (DACs), in their individual IRWM efforts. These prior efforts position the Westside RWMG to effectively engage those stakeholders, as well as newly identified stakeholders in the Westside IRWM process. The WRA of Yolo County in particular set an example, described below, of how to ensure stakeholder participation in IRWMPing, and used a successful strategy for engaging DACs. This section includes the following topics:

- WRA of Yolo County Process for Stakeholder Involvement
- Other Ongoing Efforts in Lake, Solano, Napa, and Colusa Counties
- Integration of Prior Stakeholder Involvement Successes

WRA of Yolo County Process for Stakeholder Involvement

The WRA process for involving stakeholders has four key elements:

1. Identifying Stakeholders and Disadvantaged Communities
2. Aggressively Publishing Meeting Invitations Using Multiple Media
3. Providing Multiple Localized Venues to Facilitate Participation in Rural Areas
4. Providing Multiple Avenues for Communication

IDENTIFYING STAKEHOLDERS AND DACS

Stakeholders in Yolo County for the 2007 IRWMP were identified by attendance at WRA community workshops, attendance at stakeholder group meetings, and through agency identification of water management stakeholders in their jurisdictions.

Procedures, processes, and structures used by the individual counties in past efforts to successfully promote access to and collaboration with stakeholders and DACs will be leveraged for future efforts.

The key to DAC involvement is identification, followed by effective communication. The WRA identified DACs in Yolo County for its IRWMP using Proposition 50 guidelines. The Yolo County IRWMP identified two communities as disadvantaged within Yolo County: the East Yolo County and Knights Landing County Census Designations (CCD). The Knights Landing CCD includes the towns of Dunnigan and Yolo, and the East Yolo CCD includes a strip of land along the Sacramento River from the north County line to Clarksburg, including West Sacramento. The Yolo County IRWMP also identified communities such as Esparto and Madison as disadvantaged, even though they did not meet Proposition 50 DAC criteria, due to failing or deficient infrastructure or drainage and flooding problems.

AGGRESSIVELY PUBLISHING MEETING INVITATIONS USING MULTIPLE MEDIA

For the Yolo County IRWMP, the WRA took specific actions to involve the identified DACs in the public planning process. It was recognized that DAC participation could be inhibited within the framework of formal public meetings or workshops. Therefore an effort was made to enlist DAC participation through targeted invitations to smaller and less formal group meetings, in addition to invitations to all formal public meetings and workshops.

PROVIDING MULTIPLE LOCALIZED VENUES TO FACILITATE PARTICIPATION IN RURAL AREAS

A representative of the WRA technical committee visited with the reclamation districts along the Sacramento River, as well as with the General Plan Advisory Committees of unincorporated communities to discuss their concerns and update these communities about the IRWMP. Special attention was given to informing the communities of the potential to resolve existing infrastructure problems.



PROVIDING AVENUES FOR COMMUNICATION

Input from stakeholders and the public were crucial components in the development of the Yolo County IRWMP. Public input was gathered through a variety of means, including three public workshops. Six additional, more focused meetings were held in April 2006, where input on potential actions was gathered from stakeholders. A total of 32 stakeholders were interviewed through these meetings.

The WRA also communicated with stakeholders through its web site (www.yolowra.org) which included the following publicly accessible items: draft IRWMP sections and related documents; community workshop meeting agendas and minutes; WRA Board, Executive Committee and WRA Technical Committee (WRA TC) meeting announcements, agendas and minutes; comment forms; list of frequently asked questions; and a brief overview of the IRWMP.

In addition, public input was solicited during the public quarterly WRA Board meetings, bi-weekly Executive Committee meetings, and monthly WRA TC that included IRWMP discussions.

There were three IRWMP newsletters describing the IRWMP process that were published during the Yolo County IRWMP process.

On an ongoing basis the WRA continues to maintain its website and invites the public to attend WRA Board and WRA TC meetings through publicly posted agendas and meeting announcements.

Other Ongoing Efforts in Lake, Solano, Napa, and Colusa Counties

The following describes outreach efforts Westside RWMG member agencies have conducted to date.

LAKE COUNTY

In early 2007, three local Lake County water agencies met to discuss how to start the development of a then county-wide IRWMP. An initial list of stakeholders was developed which included all public water supply purveyors with over 100 connections, all wastewater treatment

agencies, local governments, local tribes, local environmental groups, appropriate agencies from outside the County, and organizations that dealt with water-related functions, including flood and storm water management. From the initial stakeholder meeting in May 2007, all meetings were public and the public was invited to attend. New attendees were added to the mailing list. The current Lake County stakeholder mailing list includes 87 contacts.

The Lake County WPD website contains an IRWMP page with information on meetings and other supporting documentation. The Lake County WPD has also posted their previous draft IRWM goals and objectives to a “wiki” site for collaborative editing.

The procedures, processes, and structures that have promoted access to and collaboration with people or agencies with diverse views within the Lake County subregion implemented to date include:

- Developed a list of stakeholders in the region
- Used various water agency mailing lists to invite the public to Lake County IRWMPing meetings
- Held public meetings to solicit public input on the IRWMPing process
- Maintained an IRWMP web page
- Created a “wiki” site for collaborative editing of IRWM goals

SOLANO COUNTY

SCWA formed a Stakeholder Group for the purpose of creating the Solano Agencies IRWMP. The Solano Agencies Stakeholder Group was formed from members of SCWA’s Board of Directors, the SCWA Advisory Commission, the SCWA Flood Control Advisory Committee, and wastewater agencies to focus on IRWMP development. The members were a cross-section of technical and policy representatives from agricultural and urban agencies. The purpose of this Stakeholder Group was to work together to assemble and apply knowledge and experience regarding the region’s water resources and develop recommendations for consideration by the

SCWA and member agencies' boards/councils. The Stakeholder Group met six times, from February through October 2004, to develop the Solano Agencies IRWMP. In addition, two public meetings were advertised at board meetings and in local newspapers.

The structure of SCWA facilitates ongoing coordination with stakeholder groups in Solano County. The SCWA Board of directors consists of all five members of the County Board of Supervisors, all seven mayors and three irrigation districts directors. Additionally there is a SCWA Advisory Commission made up of member agency staff that meets monthly. SCWA also has a Flood Control Advisory Committee made up of agency representatives and the public.

SCWA maintains a website (<http://www.scwa2.com/>) where it provides updates on its most recent regional management efforts.

The procedures, processes, and structures that have promoted access to and collaboration with people or agencies with diverse views within the Solano County subregion implemented to date include:

- Formed Stakeholder Group for Solano Agencies IRWMP
- Sent emails and made phone calls to inform stakeholders of the RWMG process
- Invited public to public IRWMP meetings via announcements in local newspapers and announcements at other water-related public meetings
- Held public meetings to solicit public input on the IRWMP
- Posted informational announcements, including meeting notes, on the SCWA website.
- Made presentations to city councils and water district boards
- Maintained an informational web site

NAPA COUNTY

In 2005, Napa County formed the Napa County Regional Water Management Group (RWMG), a working group of local water agencies, with the Napa County FC&WCD as the lead agency. The group worked together to draft the Napa County Integrated Regional Water Management Plan (IRWMP) Functional Equivalent, dated June 2005.

The activities related to adoption of the IRWMP and the identification of applicable integrated, regional projects were publicly-noticed through agency meeting agendas, websites, and newsletters.

The procedures, processes, and structures that promoted access to and collaboration with people or agencies with diverse views within the Napa County subregion implemented to date include:

- Delivered focused presentations by the Napa County FC&WCD to selected stakeholder groups
- Created the Napa County Watershed Information Center and Conservancy (WICC) and provided email messaging and notices on the WICC website: <http://www.napawatersheds.org/>
- Communicated through regular public board meetings of various water agencies in Napa County (including Napa County FC&WCD, Napa County RCD, Lake Berryessa RID, Napa Berryessa RID, WICC, and Napa County CDPD's watershed program)

Napa County is now developing a Napa County Integrated Water Resource Management Planning Framework (Napa IWRMPF) which will integrate local and regional water and watershed management to provide a cost effective process for identification and implementation of water management solutions with multiple benefits. The IWRMPF will promote integration of existing water planning efforts and opportunities to further develop regional relationships and expand stakeholder participation. The IWRMPF will use a unified approach to sharing project information, primarily through a database on the publically-accessible WICC website (www.wicc.org/).



napawatersheds.org). Napa County will contribute to the larger regional IRWMPs in addition to its own independent local planning. Thus the Napa River and Suisun Creek watersheds will participate in the ongoing San Francisco Bay Area IRWMP and related IRWMP-funded projects, and projects from the Putah Creek/Lake Berryessa drainage basins will be integrated into the Westside Sacramento River IRWMP.

COLUSA COUNTY

The Colusa County RCD was identified as the Regional Public Agency to represent Colusa County in the Westside RWMG, in part because of the RCD's past and current efforts in addressing natural resource concerns within the county and working with the local stakeholders. The Colusa County RCD has provided stakeholder outreach in the Bear Creek Watershed, assisted the Bureau of Land Management (BLM) with the development of the Bear Creek Watershed Assessment and Stewardship Plan, updated and added to the stakeholder contact list supplied by BLM, posted Bear Creek Watershed reports and information on the Colusa County RCD website. The Colusa County RCD has a Bear Creek Watershed Coordinator and Colusa County RCD staff also serve on the Cache Creek Watershed Forum and keep the group up to date on the Westside RWMG's planning efforts.

Integration of Prior Stakeholder Involvement Successes

Input from stakeholders and the public were crucial components in the development of the Yolo County IRWMP, SCWA IRWMP, and the IRWM efforts that were initiated in Lake and Napa counties prior to the evolution of the Westside RWMG. Similar to each of the counties, stakeholders in Yolo County were identified by attendance at WRA community workshops, attendance at stakeholder group meetings, and through agency identification of water management stakeholders in their jurisdictions. A combined list of existing stakeholders that have been identified in the region is included in Appendix 2.

Process for Identifying Water-Related Objectives and Conflicts

The Westside CC has identified some significant management issues and conflicts related to water in the Putah and Cache Creek watersheds as fairly typical of most areas in California – water rights and diversions, groundwater quantity and quality and general water quality issues. Two additional specific major water management issues were identified: 1) invasive species and 2) mercury contamination. The Westside RWMG will hold public workshops and solicit comments to identify any other issues and conflicts during the IRWMP process in order to include stakeholder and DAC opinions on objectives and conflicts.

The Cache Creek watershed contributes 30% of the inorganic mercury load to the Delta. This is a 20 year average (mix of low, medium, and high water years). This is a measure of mercury leaving the Cache Creek Settling Basin (CCSB). Currently, the CCSB traps about 50% of the inorganic mercury and sediment entering the basin. As the CCSB fills, it could potentially become less efficient at trapping mercury. [Source: Central Valley Regional Water Quality Control Board, 2010. Sacramento-San Joaquin Delta Estuary TMDL for Methylmercury. Final Staff Report, April 2010.]

Aside from invasive species and mercury issues, some of the other issues expected to emerge in the IRWMP process or as continuing issues from the prior IRWMP processes include:

- Flood management throughout the region
- Groundwater management throughout the region
- Eutrophication in Clear Lake
- Water-related limitations on development opportunities in Lake County
- Old mercury mines within the upper Cache Creek watershed



- Periodic wastewater system overflow events that have resulted in discharges into Lake Berryessa
- Funding for upgrades to rural water supply and wastewater systems
- Water-related issues in West Sacramento
- Flood management, water quality, agricultural production, and wetlands/environmental habitat in the Yolo Bypass
- Stream restoration on both Putah and Cache creeks and tributaries
- Aquatic habitat degradation and impacts on fish and wildlife

Process for Setting Criteria and Developing Regional Priorities

Through several meetings, the CC has identified regional priorities to include: water supply reliability, water conservation, water quality improvement, storm water capture and management, flood management, invasive species abatement, mercury contamination cleanup, wetlands enhancement and creation, and environmental and habitat protection and improvements. These identified regional priorities however are subject to addition and change through the Westside IRWMP public process.

The process to be used for setting criteria and development Regional Priorities for the newly formed Westside RWMG is described in the Work Plan content section, below..

Management of Data Collection and Technical Analysis

A variety of data collection and analysis practices are maintained by the Westside Regional Public Agencies and the agencies they represent. Effluent quality and quantity data are collected and managed at each wastewater treatment plant and reported to and stored at the Central Valley Regional Water Quality Control Board.

Technical analysis of effluent data is largely driven by discharge permit requirements. Stream gaging data is managed and analyzed by many different agencies, including the USGS, counties, cities, and districts. Some of the other specific data management practices for the Regional Public Agencies are described in the following paragraphs.

Solano County

SCWA collects data directly and also receives data from member agencies and stakeholders, the state, and private citizens. SCWA collects and analyzes data on water supply, water quality, flood management, and environmental protection relevant to the agencies mission. SCWA stores data in an SQL database and provides some water data to the public via their website.

The types of data collected by the SCWA include:

- Lake Berryessa: Inflow, storage, dam releases, temperature [thermoclines], and evaporation
- Lake Solano: Putah South Canal Headworks operation, and Putah Diversion Dam releases to Putah Creek
- Solano Project: Stage, daily flow observations, temperature, water quality monitoring data, spills
- North Bay Aqueduct: Barker Slough water quality, hydrodynamic studies, watershed flow/storage
- Precipitation: SCWA and CIMIS stations, private stations
- Flow/Stage: for flood hazard monitoring, and at City stations
- Putah Creek: Fish counts, flow, temperature models
- Ulatis Flood Control System: Pesticide monitoring
- Groundwater: Water quality, water elevations

Colusa County

The Flood Control and Water Conservation District is not a staffed department in Colusa County. Local government water management



duties fall upon the Colusa County Board of Supervisors, County's Planning & Building Department, Public Works and the Agricultural Commissioner's Department. The Colusa County Planning and Building Department manages the County's "Groundwater Management Plan". Department staff provides the staff duties for the County's Groundwater Management Commission. Colusa County groundwater information including the Colusa County Groundwater Management Plan is hosted on a website by UC Davis at <http://colusagroundwater.ucdavis.edu/>. Public Works provides flood management for the County and documents are housed in their office. The Ag Commissioner's Department represents local landowner interests in the sub-watershed program developed to address the discharge of agricultural waters.

Although not an official county department, the Colusa County Resource Conservation District (CCRCD) has provided assistance to local government concerning issues relating to natural resources. The CCRCD has historically posted data generated through past DWR grants to the CERES clearinghouse website located at <http://ceres.ca.gov/discover.html>. The CCRCD utilizes their website (<http://www.colusarcd.org>) to post all watershed related data that they have generated including the Colusa Basin Watershed Assessment and Colusa Basin Watershed Streambank Analysis. The Colusa County RCD also posts information to its own website, which also includes the Bear Creek Watershed Assessment and Bear Creek Watershed Stewardship Plan.

Napa County

Data sources relevant to the Westside RWMG include the Napa County Baseline Data Report and the 2050 Napa Valley Water Resources Study. The Lake Berryessa and Napa Berryessa Resort Improvement Districts collect groundwater data and surface water quality data to satisfy State permits from the Regional Water Quality Control Board and the California Department of Public Health respectively. Furthermore, the Napa County Resource Conservation District has been monitoring water quality for the past five years (ending this year) in Pope Creek and Capell Creek

as required by the Regional Water Quality Control Board.

Lake County

Data management practices and analysis for specific types of data collected in Lake County include:

Groundwater Level Data: Maintained in a Microsoft Access database. The semi-annual measurements are submitted to DWR and published in the Water Data Library. The Lake County Watershed Protection District will also be serving as the lead for most of, or all of, Lake County for the California Statewide Groundwater Elevation Monitoring Program (CASGEM).

Stream Gauging Data: Compiled by the USGS. DWR also maintains three stream gages in Lake County and maintains the data.

Surface Water Quality Data in the Clear Lake Watershed: Data are maintained in Microsoft Access databases. Data has been analyzed by University of California personnel and by District staff. Several reports have been generated over the years providing the results of these analyses.

Numerous documents are available in the Lake County WPD library. The most important documents include:

- Lake County Groundwater Management Plan
- Lake County Water Demand Forecast
- The Clear Lake Integrated Watershed Management Plan
- Lake County Floodplain Management Plan
- Clear Lake TMDL Monitoring and Implementation Program

These documents are currently available on the District's FTP site, and a catalog for the library is available on the internet at http://www.co.lake.ca.us/Government/Directory/Water_Resources/database.htm



Yolo County

The WRA funded a project to make the Water Resources Information Database (a comprehensive database for Yolo County) available online (<http://wrid.facilitiesmap.com/>). This compilation of Yolo County water data was also made available to DWR and other state agencies. Collected groundwater data is added to the statewide DWR Water Data Library – a database available online to the public, thereby supporting statewide data needs. The July 2004 Yolo County Flood Control & Water Conservation District (YCFC&WCD) AB303 Groundwater Monitoring Program developed a coordinated groundwater monitoring program between the YCFC&WCD, DWR, federal agencies, municipalities, UCD, and others for measurement of groundwater levels, water quality constituents and other parameters, that improve the understanding and thus management of groundwater underlying Yolo County. This county-wide groundwater monitoring program is now coordinated by the WRA technical committee with the YCFC&WCD as the lead agency.

The Cache Creek Catalog has also been established and is an online library of important documents, maps and photographs that describe conditions in the Cache Creek watershed. Online access is available for many documents in pdf format. The Cache Creek Catalog was a project funded through the WRA's IRWMP Prop 50 Grant from DWR.

Application of Integrated Resource Management Strategies

The process to be used for applying integrated resource management strategies for the newly formed Westside RWMG is described in the Work Plan content section.

Anticipated IRWMP Implementation Process, Impacts, and Benefits

The anticipated IRWMP implementation process for, and impacts and benefits from, the Westside IRWMP is described in the Work Plan content section.

Review of Prior IRWMPs Relative to Current IRWMP Standards

The principal areas of coverage for existing IRWMPs in the Westside region are Yolo County and Solano County. These earlier IRWMPs are deficient in meeting the current IRWMP standards because they do not adequately address:

- Climate change impacts on near and long-term water resources planning
- Integration with other planning decisions – especially with local land-use planning
- Detailed project review process for identifying what projects to include in the IRWMP

Also, the earlier IRWMPing efforts naturally fall short of meeting the needs for the newly created Westside IRWM region in the following areas:

- Documentation of the region's governance that ensures IRWMP will be updated and implemented in the future
- Data management for region-wide access and integration
- Identification of agencies and entities outside the region targeted for coordination and cooperation. This includes coordination with overlapping or immediately adjacent regions related to IRWMPs.



Work Plan Content

The Westside Integrated Regional Water Management Plan (IRWMP) is the most comprehensive, proactive effort ever undertaken for water resource planning in the Putah Creek and Cache Creek watersheds. The IRWMP builds on previous water planning efforts, including the Yolo County 2007 IRWMP, the Solano County Water Agency's 2005 IRWMP, the 2005 Napa County Baseline Data Report, and Clear Lake Integrated Watershed Management Plan. The IRWMP will identify high priority water-related issues and provide an implementation strategy for identified solutions. Through the IRWMP development process, the Westside RWMG will seek opportunities for collaboration among agencies within the Westside boundary and neighboring IRWM regions, and opportunities to integrate land use and water resource planning.

The Westside RWMG has diverse representation and is well-positioned to create a balanced and comprehensive IRWMP for the geographic region. The Westside IRWMP will address issues common with immediately adjacent IRWM areas as identified in DWR's 2009 Region Acceptance Process (RAP).

The Westside IRWMP will specifically address the program preferences outlined on the following page.

The Westside IRWMP will be developed by the Project Team with public input. The Project Team will include the technical, public outreach, and facilitation consultants (collectively referred to as

the Consultant Team) as well as the Coordinating Committee (CC) as shown graphically in Figure 2. The CC will direct the efforts of the Consultant Team.

One of the challenges of integrating planning efforts of multiple agencies is to develop a common terminology, even though different prior planning efforts may use different terminology. For the Westside IRWMP we have added "issues" to the standard "goals and objectives" to reflect matters of importance to be resolved, but are not traditional "goals and objectives". We also use programs, actions and projects to describe activities that are identified to meet goals and objectives and to address issues.

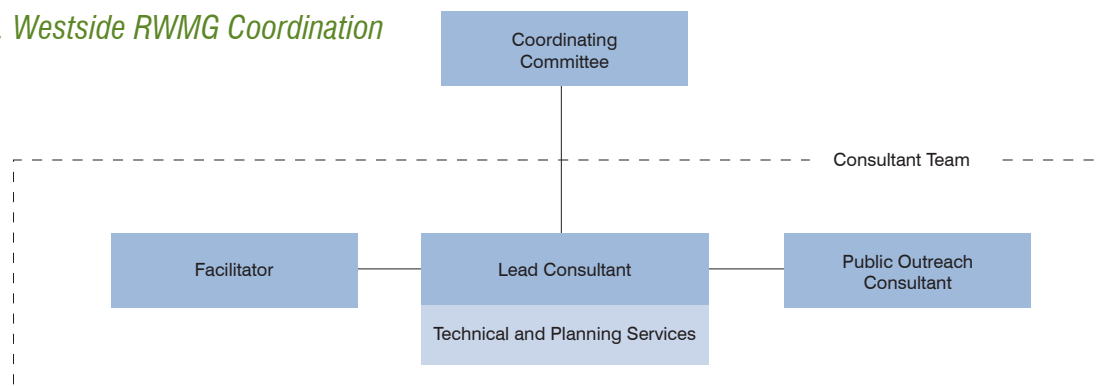
There will be three separate phases leading to developing the Plan: (1) develop issues, goals and objectives, (2) develop comprehensive list of prioritized potential projects/programs, and (3) develop a draft and final IRWMP.

A four step development, review and adoption process applies to each of these phases:

1. Consultant Team develops "straw" proposals
2. CC reviews/modifies
3. CC sends draft to public for input and review
4. Consultant Team and CC modify as needed

Although the planning period for the IRWMP will extend to 2032, the IRWMP will focus on guiding the water resources management activities of member agencies and the community for the next five to 10 years.

Figure 2. Westside RWMG Coordination



Specific Tasks That Address Program Preferences

	PROGRAM PREFERENCES	TASK 1. OUTREACH, FACILITATION, AND COMMUNICATION									TASK 2. DATA COLLECTION					TASK 3. DEVELOP IRWMP COMPONENTS														
		1.1	1.2	1.3	1.4	1.5	1.6	1.7	1.8	1.9	2.1	2.2	2.3	2.4	2.5	3.a.1	3.a.2	3.a.3	3.a.4	3.a.5	3.b.1	3.b.2	3.b.3	3.b.4	3.b.5	3.c	3.d	3.e	3.f	3.g
1	INCLUSION OF REGIONAL PROJECTS															■	■	■			■	■		■				■		
2	INTEGRATION OF WATER MANAGEMENT PROGRAMS AND PROJECTS WITHIN THE CENTRAL VALLEY REGIONAL WATER QUALITY CONTROL BOARD REGION			■				■													■							■		
3	CONTRIBUTIONS TO ATTAINMENT OF ONE OR MORE OF THE OBJECTIVES OF THE CALFED BAY-DELTA PROGRAM			■														■			■	■						■		
4	CRITICAL WATER SUPPLY OR WATER QUALITY NEEDS OF DISADVANTAGED COMMUNITIES WITHIN THE WESTSIDE RWMG		■	■	■	■	■			■			■								■	■	■				■			
5	LAND USE PLANNING											■			■						■				■					
6	DROUGHT PREPAREDNESS										■			■					■								■			
7	MORE EFFICIENT USE AND REUSE OF WATER										■								■											
8	CLIMATE CHANGE RESPONSE ACTIONS													■													■			
9	ENVIRONMENTAL STEWARDSHIP										■							■		■			■					■		
10	INTEGRATED FLOOD MANAGEMENT										■									■	■			■	■					
11	GROUNDWATER AND SURFACE WATER QUALITY PROTECTION MEASURES										■									■				■	■					
12	EQUITABLE DISTRIBUTION OF BENEFITS		■	■	■	■	■			■		■									■	■	■			■				



The following are anticipated steps to develop the IRWMP. This process may be modified as the planning process proceeds depending on public participation and interest.

PHASE 1

- The Project Team will review and update the issues, goals and objectives developed under previous and ongoing regional planning processes.
- Public input will be sought to add and refine issues, goals and objectives.

PHASE 2

- The Project Team will identify projects, program and actions from prior planning resources.
- Public input will be sought to add other projects, programs and actions.
- The Project Team will draft criteria, develop a prioritization process, and apply the prioritization process to evaluate projects, programs and actions.
- Public input will be sought on the criteria and prioritization.

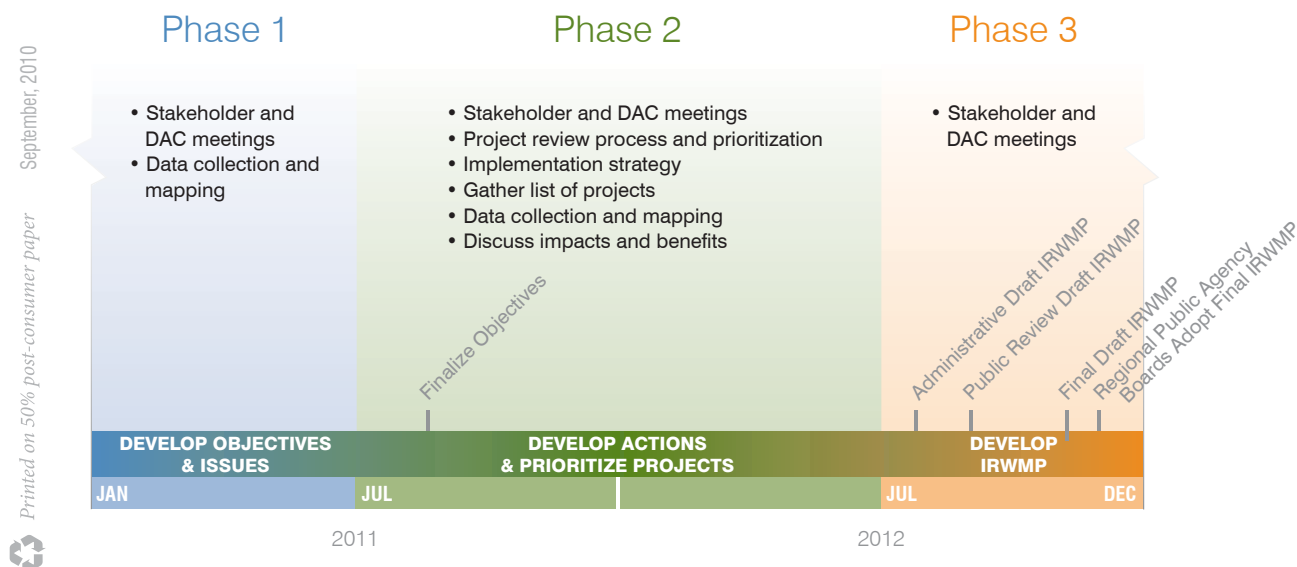
PHASE 3

- Project Team develops a draft IRWMP for review and comment by the public and the Regional Public Agencies.
- Project Team develops final draft IRWMP for adoption by the governing boards of the Regional Public Agencies.

The Westside RWMG's overall schedule for performing the work and adopting the IRWMP is presented in Attachment 5. The IRWMP will be completed in three phases as shown in the timeline in Figure 3.

Concurrent with the IRWMP process, Regional Public Agencies and other local agencies will be performing related planning work that is an integral part of the overall water resources planning and management efforts within the Westside region. This will provide important information and guidance to the IRWMP. Concurrent efforts will likely include Urban Water Management Plans, Groundwater Management Plans, Agricultural Water Management Plans, Habitat Conservation Plans, Watershed Management Plans, and county and city General Plans.

Figure 3. Westside IRWMP Development Phases



The work items or tasks and activities presented herein and the resources presented in the budget (Attachment 4) reflect the Westside RWMG's commitment to this planning effort.

Task 1. Outreach, Facilitation, and Communication

Outreach will be a complex process, recognizing the wide range of water-related interests in the Westside region, the distribution of population for a mix of rural and urban areas, and travel times related to geography. In addition, special attention will be given to disadvantaged communities and Tribal interests. This requires leadership and appropriate skills to lead and conduct public outreach so that the public and stakeholders will be engaged, the process will maintain credibility, and there will be opportunity for widespread community participation and support. The Project Team will develop a public outreach plan and conduct a public outreach effort, with the assistance of a meeting facilitator. Feedback from each public meeting and outreach effort will be essential in assuring that the IRWMP development process succeeds.

1.1 Coordinating Committee (CC) Meetings and Coordination

The CC is comprised of one staff representative and an alternate from each Regional Public Agency to apply for funding for a planning grant and to manage development of an IRWMP for the RWMG. See the Governance section (Task 3.a.1) for a description of the MOU.

The CC is responsible for taking actions during the development of the Plan including identifying proposed Plan goals and objectives, proposing a process for prioritizing projects, developing drafts of the IRWMP, hiring and managing consultants, and managing funding agreements. Actions by the CC will be by consensus of all the members. Any decisions by the CC shall not cause an increase in expenditures without additional funding approved by the governing bodies of the Regional Public Agencies (as defined in the Westside MOU, Appendix 1).

The CC has a Chair and Vice Chair. The Vice Chair assumes duties of the Chair when the Chair is unavailable. In the event the Chair and Vice Chair are unavailable, the two will jointly designate an acting Chair. The CC expects to meet monthly at a minimum, and more often if needed, once the preparation of the Westside IRWMP begins. CC members will be responsible for keeping their respective agency Boards updated on the development of the IRWMP and to update other agencies in their County who may have an interest in the IRWMP. At least one member will attend each of the public meetings, including those held with Tribes, specific stakeholders and disadvantaged communities. CC meetings will be open to the public.

CC meetings are the principal means for the Consultant Team to get direction and input on their work. It is envisioned that the Consultant Team will provide agendas and meeting notes for each CC meeting. Draft documents from the Consultant Team are expected to be provided to the CC in advance of the CC meeting. Most of the in-kind hours are assigned to this task as it is envisioned that the CC meetings will be the principal means for the Consultant Team to interact with the CC. Drafts of documents will be sent out in advance of the meeting by the Consultant Team and the CC will be expected to review the documents in advance of the meeting and be prepared to comment at the meeting. There will be additional in-kind hours related to specific tasks that will happen outside of CC meetings.

1.2 Develop Structure for Public Process

The Project Team will structure a public process suited to the needs of the IRWMP. An experienced consultant in public participation will be part of the Consultant Team. With input from the CC, the Consultant Team will develop an overall public participation program that includes public meetings, written and web based communications.



The schedule in Attachment 5 identifies planned stakeholder and DAC meetings for each Phase. The public participation program will be adaptively managed based on the level and quality of actual public participation.

As part of this subtask, the Project Team will identify stakeholders and interested individuals that may wish to participate in the public process. The stakeholders identified to-date are listed in the table in Appendix 2. The CC will invite these stakeholders as well as others to attend public meetings and to participate in the planning process. These stakeholders will receive regular e-mail updates and newsletters.

1.3 Stakeholder Input Meetings

The Westside RWMG understands the importance of including the full range of stakeholders in integrated water planning. The Westside RWMG intends to solicit input from the stakeholders listed in Appendix 2, as well as from new stakeholders that have not yet been identified. The following is a summary list of the stakeholder groups that are listed in Appendix 2:

- Wholesale and retail water purveyors (52 stakeholders)
- Wastewater agencies (18 stakeholders)
- Flood management agencies (23 stakeholders)
- Municipal and County Governments and Special Districts (16 stakeholders)
- California Native American Tribes that have land within the Westside Region (7 stakeholders)
- Land use authorities (all cities and counties)
- Watermaster for adjudicated surface water basin (1 stakeholder)
- Self-supplied water users, including agricultural, industrial, residential and park districts, school districts, colleges and universities, and others (2 stakeholders)
- Environmental stewardship organizations including watershed groups, fishing groups, land conservancies, and environmental groups (29 stakeholders)

- State, federal, and regional agencies or universities that have specific responsibilities or knowledge within the region (10 stakeholders)
- Members and representatives of DAC, including environmental justice organizations, neighborhood councils, and social justice organizations
- Any other interested groups appropriate to the region (24 stakeholders)

The Westside RWMG will hold one set of meetings during Phase 1, two sets of meetings in Phase 2 and one set of meetings in Phase 3. The meetings in Phase 3 are described under Task 1.6. For each set of meetings, the meetings will be held in three different geographic areas of the region to facilitate stakeholder input. For example, the initial set of meetings could be held in Woodland, Vacaville, and Clear Lake with the second set of meetings held in Davis, Dixon, and Lower Lake. Each of these meetings will be conducted by a facilitator. The CC will have members at each meeting.

The first meeting in Phase 1 will be to introduce stakeholders to the IRWMP process and to seek their input on goals, issues and objectives. After this meeting the Project Team will prepare draft issues, goals, and objectives.

The second meeting (the first meeting in Phase 2) will be to solicit projects, programs and actions to be considered for inclusion in the IRWMP that would help meet the issues, goals and objectives. Prior to that meeting the Project Team will provide a template for submitting projects.

The third meeting (second meeting in Phase 2) will be to review and comment on a draft prioritization of projects, programs and actions. Prior to that meeting the Project Team will provide a draft system for analyzing, prioritizing and ranking projects, programs and actions.

The fourth meeting (in Phase 3), also described in Task 1.6, will be to review and comment on a complete Public Review draft Westside IRWMP. Prior to the meeting the Project Team will make available a draft IRWMP for review.



Additional stakeholder meetings may be held, as necessary, throughout the process.

In addition to these general stakeholder input meetings, which are anticipated to attract a large number of interested parties, the Westside RWMG will hold a number of smaller meetings in rural and/or disadvantaged communities to allow rural and disadvantaged region residents to participate in the IRWMP public process. See Task 1.5 for DAC outreach approach and Task 1.9 for Tribal outreach approach.

The Westside RWMG recognizes that developing and maintaining working relationships is not a stagnant process. Most stakeholders and water agencies share an interest in improved regional water quality and watershed protection. However, by brief inspection of the breadth of stakeholders and water agencies already identified for this emerging region, there are inherently some competing interests that may affect integrated regional water planning.

The Westside RWMG will invite members of the public and all known stakeholders to public meetings during the development of the Westside IRWMP in order to maximize public participation. The public will be informed via a Westside RWMG website, public notices in local papers, and announcements at local water district and County supervisor board meetings. To maximize the number of people that understand the IRWM process, many key communications will be written in English and Spanish.

1.4 Communication with Stakeholders

Frequent communication with stakeholders, members of the public, and other interested parties (e.g. staff from DWR and other agencies) will be key to a successful IRWMP process. Although there will be many public meetings where input can be accepted, it is anticipated that there will be public input outside of these meetings, such as from telephone or e-mail communications. The Project Team will designate a member of the Consultant Team to be the principal point of contact. Additionally each member of the CC will be a designated contact person for the county that they represent. That

way the public, as well as local agencies, will have a contact to ask questions about local efforts and region-wide efforts. The Consultant Team will coordinate with the CC on responding to such inquiries and comments.

In accordance with Section 6066 of the California Government Code, the Westside RWMG will publish a notice of intent to prepare the IRWMP and a notice of intention to adopt the IRWMP after the IRWMP has been completed.

1.5 Disadvantaged Community (DAC) Meetings

In the past some interest groups have attempted to place DAC needs primarily within the framework of “environmental justice”, but the Westside region understands that DAC water needs are more than that. Small disadvantaged communities have needs that extend to flood safety, water supplies and wastewater treatment. Due to often remote locations, regional solutions are sometimes more difficult to assemble, but these needs are real.

The Westside RWMG will invite members of all known DACs to public planning meetings during the development of the Westside IRWMP in order to maximize DAC participation. The DAC communities will be informed via a Westside RWMG website, public notices in local papers, and announcements at local water district and County supervisor board meetings. To maximize the number of people that understand the IRWM process, key printed and electronic communications will be written in English and Spanish. DACs are identified as communities with an annual median household income (MHI) of less than 80% of the statewide annual MHI (Proposition 84 guidelines). DAC community identification is further explained in the Stakeholder Involvement section of the Work Plan (see Task 3.b.2).

In addition to the general stakeholder input meetings, which are anticipated to attract a large number of interested parties, the Westside RWMG will hold a number of smaller, focused meetings in disadvantaged communities to allow disadvantaged community residents, who



often live in rural area, to participate in the Westside IRWMPing process. DAC meeting locations may be held in smaller towns such as Lucerne, Dunnigan, Lower Lake, Middletown, and Rumsey. The Westside RWMG plans to hold three meetings, during each project phase in different geographic areas of the region at which DAC stakeholders can provide their input to the Westside IRWMP development. The number and locations of DAC meetings will be adaptively managed depending on levels of participation and topics of interest. The CC will have a member attend each DAC meeting.

1.6 Public Review Draft IRWMP Public Meetings

In Phase 3, the public will have an opportunity to comment on the draft IRWMP, both at public meetings and in writing. A public meeting in three prominent locations in the region (e.g. Woodland, Vacaville, and Lakeport) will be held during a 60-day comment period which will begin as soon as the public review draft IRWMP is released (September 2012.)

1.7 Miscellaneous Meetings (with DWR, other RWMGs, etc.)

Based on past experience with IRWMP development in Yolo and Solano Counties, the Westside RWMG anticipates periodic meetings with DWR and other state or regional governmental agencies. In addition, the Westside RWMG is aware of many inter-regional issues that will need to be coordinated with other IRWM regions. The schedule and budget allow for these miscellaneous meetings to occur approximately every other month for the first year and a half of the IRWMP process.

1.8 Website Development, Newsletters, Material Preparation

A Westside RWMG website will be developed to help keep the public informed and involved with any public meetings and decisions. The website will contain a schedule of any public meetings or workshops within the region as well as any important documents to help the public understand the IRWMP process. This website will be continually updated as new information is made available and meetings are scheduled. A series of newsletters (at least every six months) will also be created to keep the public and stakeholders up to date on the progress of the Westside IRWMP and to further inform them of any meetings and workshops. To maximize the number of people that understand the IRWMP process, key communication documents will be printed in both English and Spanish. The number of newsletters and content will be determined in the “Develop and Implement Structure for Public Process” (Task 1.2) described above.

1.9 California Native American Tribe Notifications/Engagement

Consistent with the 2009 Update to the California Water Plan, the Westside RWMG will use the term “California Native American Tribe” to signify all indigenous communities of California, including those that are non-federally recognized and federally recognized. In addition to our separate efforts related to tribal notification and overall stakeholder outreach, we expect to work with DWR’s tribal coordinator on questions and focused support we may need including emerging changes to Tribal coordination. Coordination, interaction and other responsibilities related to federal, state and local governmental programs is undergoing great change as it relates to water issues. Some of these are set forth in DWR Director Mark Cowin’s May 1, 2010 letter addressed to California Native American Tribe (Tribe) representatives. The Tribal Communication Committee’s Tribal Communication Plan addresses the importance of Tribal knowledge of and engagement in water planning processes, including those at the local level such as IRWMPs. The 2009 Update

to the California Water Plan includes specific recommended actions related to participation of Tribes in local water planning, including IRWMPs. Such concerns were raised in the 2009 California Tribal Water Summit, and formed the framework for additional dialogue at the September 9, 2010 California Water Plan Tribal Workshop. The September 9 meeting began a more detailed dialogue among the Tribes and DWR in the context of the next Update to the California Water Plan. That meeting reinforced the importance of the elements of the 2009 Tribal Communication Plan, which did address a more active engagement in IRWMPs. We will take advantage of follow-up discussions among the Tribes and DWR to help guide our approach to Tribal engagement and outreach, including DWR's proposed April 2011 IRWM conference with planned Tribal involvement. More information is available at www.waterplan.water.ca.gov/tribal2/.

The Westside RWMG recognizes the importance and uniqueness of engaging Tribes that exist within the boundaries of the Westside RWMG. The WRA of Yolo County already coordinates with the Yocha Dehe Wintun Nation on water-related data collection efforts, and Lake County has regular contact with many of the environmental coordinators for tribes in Lake County. To date, the CC has identified the following tribes, as shown in Figure 4 on the following page, within its boundary:

- Yocha Dehe Wintun Nation (Yolo County)
- Big Valley Band of Pomo Indians (Lake County)
- Scotts Valley Band of Pomo Indians (Lake County)
- Habematolel Pomo of Upper Lake (Lake County)
- Robinson Rancheria of Pomo Indians (Lake County)
- Elem Indian Colony of Pomo Indians (Lake County)
- Middletown Rancheria of Pomo Indians (Lake County)

Lake County engages regularly with all of the Tribal environmental directors in many watershed related venues such as the Clear Lake Advisory Committee and TMDL stakeholder meetings. Collaboration with the Tribes is most active in native fish restoration projects, Clear Lake issues and management, invasive species councils and task force, TMDL plans and implementation, sustainable agricultural practices, mercury clean-up and restoration, habitat protection and enhancement. Two Lake County Tribal representatives assisted as facilitators in the local IRWMP process and the development of the WIKI IRWMP site.

Although formal notification is not legally required until specific projects undergo the CEQA process, the Project Team plans to notify Tribes of the IRWMPing process as suggested by the IRWM Guidelines. The Project Team will employ the Office of Planning and Research's procedures for tribal consultation for General Plans and Specific Plans as guidance. The Project Team will first confirm which tribes have traditional lands located within the Westside region by working with the Native American Heritage Commission (NAHC).

The Project Team will actively seek direct Tribal participation in the IRWMP process, including an initial meeting in Phase 1, in addition to a meeting mid-way through Phase 2 with Tribal representatives throughout the region. A high level of outreach is anticipated with Tribes and all other stakeholders in the Westside region.

California Native American Tribe Notification is part of DWR's CEQA review for projects requesting funding under Proposition 84. All applicable projects adopted under the Westside IRWMP will follow the formal notification required by PRC 75102.



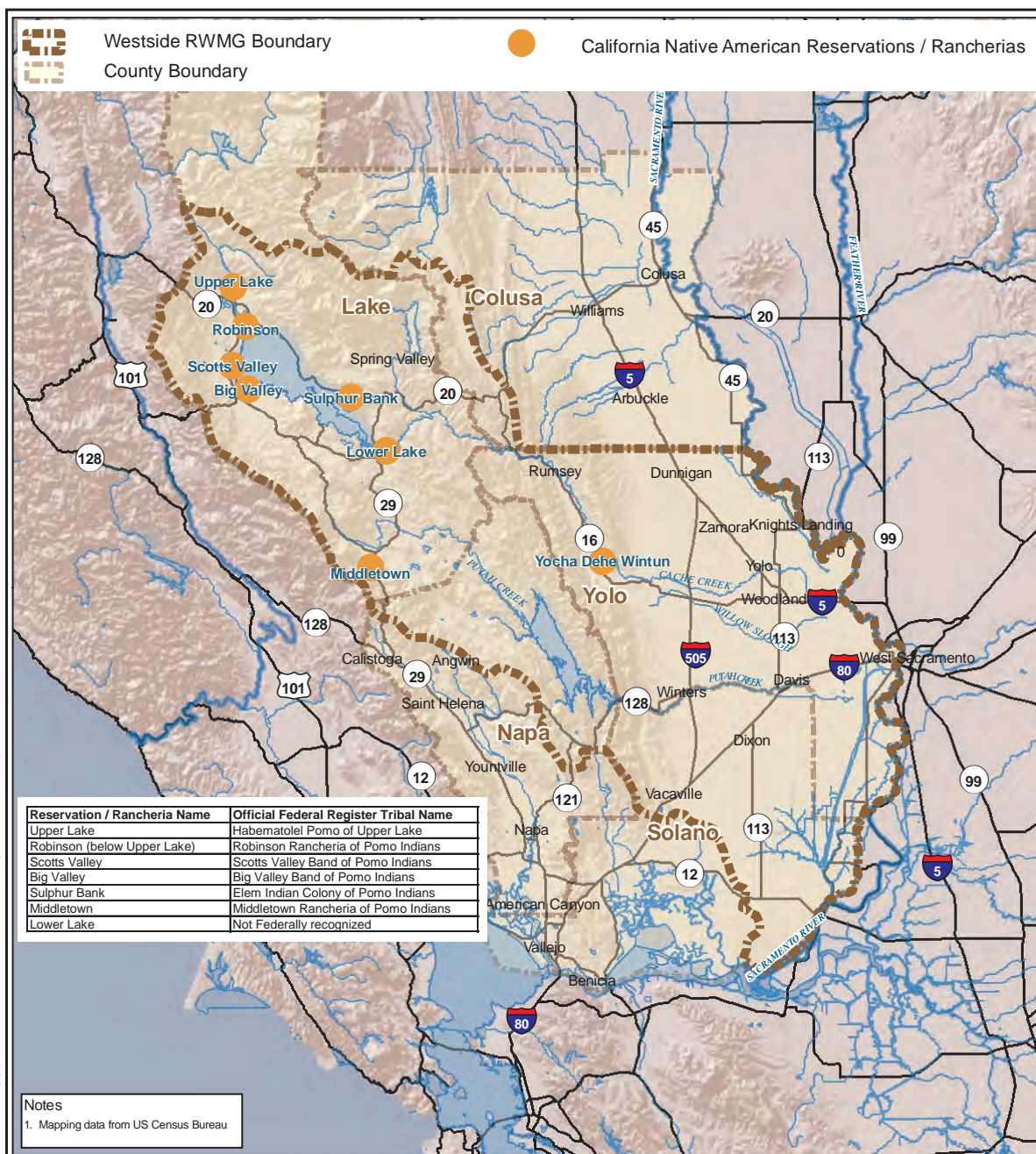


FIGURE 4

**Prop 84 IRWM Planning
Grant Application**

**WESTSIDE RWMG
CALIFORNIA NATIVE AMERICAN TRIBAL AREAS**



Task 2. Data Collection

The Plan will be driven in part by information gathered on supporting technical resources (stream flows, groundwater levels and quality, etc.) as well as projects/programs. This requires an organized approach to collecting and organizing such data so that it will be readily available for development of the Plan. During Phase 1, the Project Team will document how various agencies in the Westside region collect, analyze, monitor, and report data. This documentation will begin with reviewing and compiling existing data and identifying data needs under Task 2. Task 2 will primarily be conducted and completed during Phase 1 and 2 of the IRWMP process. However, data collection efforts will be ongoing throughout the drafting of the IRWMP and beyond the adoption of the Plan.

2.1 Review Existing Westside Regional Public Agencies' Resource Data

The Project Team will review the relevant information contained in the existing Yolo County and Solano County IRWMPs and other integrated water planning documents in the region such as the Napa County Integrated Water Resource Management Planning Framework. Although this subtask allows for some time to review previous documents, that time is necessarily limited. The Westside region is a new planning area and the information in existing plans contain information that is at least four years out of date.

The Background section of this application has a listing of much of the existing available data sources that will be useful in the planning process.

Another aspect of this task is identifying major data gaps that exist. For example, the Napa County Flood Control and Water Conservation District anticipates that they will have much less data for the Napa County portion of land in the Westside region compared to the data collected by other Regional Public Agencies. Some new data may need to be collected through the subtasks described below.

2.2 Identify Data Needed to Develop Issues, Goals and Objectives and to Evaluate Actions

The Project Team will work with local agencies to update available data. Some data may need to be re-formatted to be useful in IRWMP analysis. Some data sources may be county-wide so agencies that have only part of their county in the Westside Region may have to separate out Westside RWMG data.

The Project Team will solicit data from water agencies in the Westside region as needed in Phase 1 and 2. As issues, goals and objectives are identified, specific data needed to develop and define issues, goals, and objectives will be identified and the data obtained. For example, if one of the highest ranking region objectives is expected to be minimizing mercury contamination in Cache Creek, the Project Team may request methyl mercury concentration data from agencies in the region, and ask the consultant to use the mercury data to prepare a region map of mercury contamination levels. This map would assist the Project Team in developing and quantifying this objective.

The Project Team will solicit data from water agencies in the Westside region as needed in Phase 2 to evaluate and prioritize actions (projects and programs). For example, if a high priority objective is invasive species removal along Putah and Cache Creeks and their tributaries, the Project Team may request invasive species data from agencies and conservancy groups in the region, and ask the consultant to use the acquired data received to prepare a region map of invasive species concentrations. This map would assist the Westside RWMG in reviewing the action and in prioritizing projects to most effectively meet the objective.



2.3 Compile and Update Land and Water Use Planning Data

The Project Team will use information from existing General Plans to develop a common land use map of the region. The map will be on a macro scale to show broad scale land uses, as opposed to details commonly shown in urban General Plans.

Region water use data will be obtained from existing documents, many of which are shown in the listing of existing data in the Background section of this application (starting on page 10). The CC will be responsible for updating this data as necessary.

The information obtained through this subtask will be used as a starting point to better integrate land use planning with water resources planning in the Westside region.

2.4 Compile and Update Demographics and Data

The Westside IRWMP will necessarily contain basic demographic information to adequately describe the Westside region, such as existing population and population projections, income, race and ethnicities, and sizes of population centers in the region. The Project Team will review the 2010 U.S. Census data when it is available in order to make sure that no DACs are missed in outreach efforts. This is important because DACs identified in this work plan are based on 2000 U.S. Census data as the more recent data is not yet available.

2.5 Collect Data Needed for Climate Change Evaluation

The Westside IRWMP will address climate change and how it may impact the region's resources. The Westside IRWMP will address climate change adaptation and mitigation measures. Any data required to identify these adaptation and mitigation measures will be collected with the resources allocated under this subtask. For example, obtaining and mapping sea level rise and

evapotranspiration projections for the Westside region may be conducted under this subtask.

Task 3. Develop IRWMP Components

3.a. Introduction/Baseline

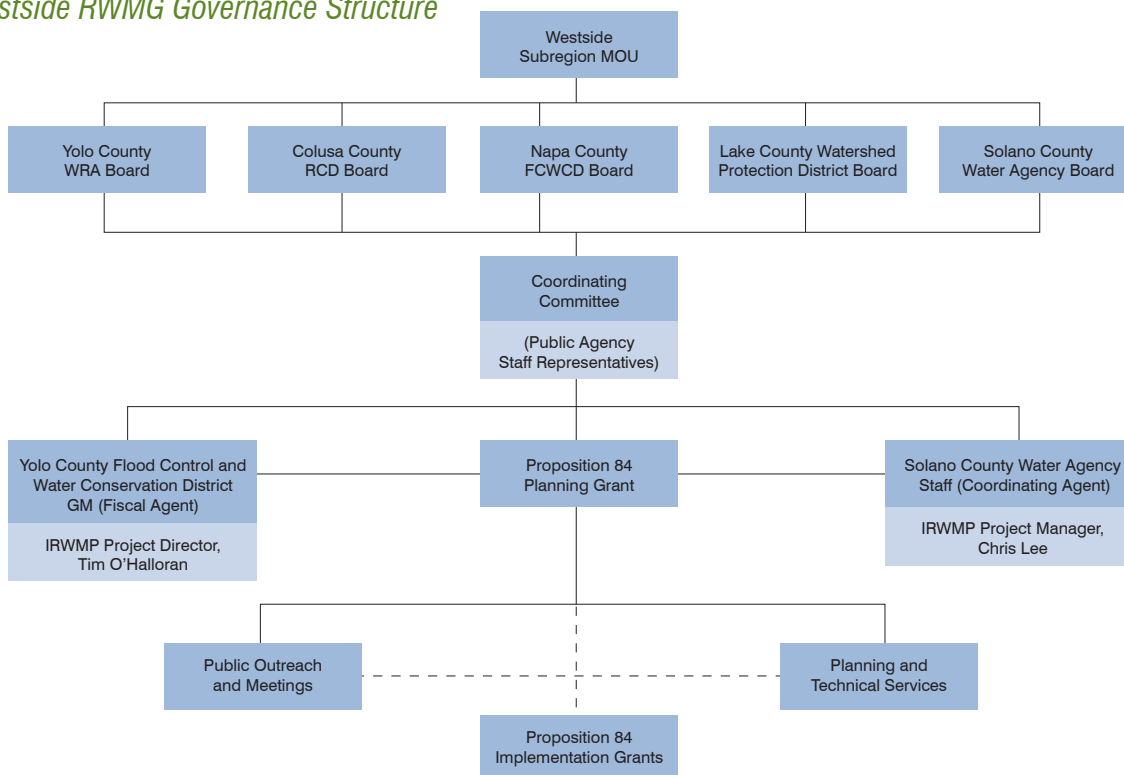
3.a.1. RWMG GOVERNANCE

Governance by its nature will be specific to each RAP IRWMP region. For the RAP-approved Westside RWMG, a Westside RWMG has been created through an adopted MOU (see Appendix 1). The Westside RWMG consists of the governing bodies of identified Regional Public Agencies. The Regional Public Agencies are the Lake County Watershed Protection District, Napa County Flood Control and Water Conservation District, Colusa County Resource Conservation District, Solano County Water Agency and Water Resources Association of Yolo County. The large region contains many other public agencies with an interest in the topics envisioned to be included in the Westside IRWMP and other non-agency stakeholders. Although not signatories to the MOU, these other agencies and stakeholders are welcome to participate in the development of the IRWMP and coordinate their programs and projects as part of the IRWMP.

The RWMG has appointed an IRWMP Coordinating Committee (CC), comprised of one staff representative and an alternate appointed by each of the Regional Public Agencies. The governing boards of the Regional Public Agencies will serve as the decision-making bodies, while the CC members are responsible for keeping the boards informed about the IRWMP process and making recommendations to them. An organization chart for the existing Westside RWMG governance structure is shown in Figure 5.



Figure 5. Organization Chart For Existing Westside RWMG Governance Structure



The CC members each have a direct reporting line to their respective Regional Public Agencies. Each of the five governing bodies is a water-related or land-related organization that is broad in its representation. These organizations stay very current on water issues, and are briefed frequently on water-related issues in their respective areas. While the CC will guide and oversee development of the IRWMP, individual CC members will keep their respective governing boards of the Regional Public Agencies current on status of the program and seek their guidance throughout the process of developing the IRWMP. A key milestone in Phase 3 will be the briefing of each Regional Public Agency on the draft IRWMP that will have been released to the public for comment. This briefing will occur prior to the board meetings in which the Regional Public Agencies are asked to adopt the final IRWMP. We are confident, due to the nature of the individual governing bodies and the effectiveness of the CC, this governance structure will assure timely, effective decisions by the Westside RWMG.

The IRWMP organizational structure has two operational levels: individual Regional Public Agencies comprising the RWMG, and the CC. In addition, there will be a Consultant Team consisting of both technical consultants and other consultants supporting public outreach (including a facilitator to help organize and conduct public meetings). The Consultant Team will consist of a combination of “Public Outreach” and “Planning and Technical Services” as shown previously in Figure 2. The Consultant Team will work very closely with the CC on all aspects of IRWMP development. The CC will assign and guide the work of the Consultant Team.

The CC will be assigned the responsibility for overall management of the work and coordination of activities to ensure the successful completion of the IRWMP within the adopted budget and schedule. The CC will designate a lead consultant (i.e. a person) to direct Consultant Team activities. The Project Team (comprising the CC and the Consultant Team) will meet at intervals appropriate, at least monthly, for coordinating



and integrating the work and work products. The Project Team will be responsible for preparing material for use in the stakeholder and public involvement process, and in preparing the IRWMP.

The Project Team will be involved throughout the preparation of the IRWMP in performing public outreach in accordance with the Public Process Plan developed as part of Task 1.2. The Project Team will be involved in coordinating activities with neighboring regions as well.

Any decisions made by the CC will be by consensus (i.e. unanimous vote) of all CC members. The CC has a Chair and Vice Chair. The Vice Chair assumes duties of the Chair when the Chair is unavailable. In the event the Chair and Vice Chair are unavailable, the two jointly designate an acting Chair.

The CC will ensure that the IRWMP is completed according to this Work Plan and Proposition 84 IRWMP standards. For example, in accordance with Section 6066 of the Government Code, the Westside RWMG CC will publish a notice of intent to prepare the IRWMP and a notice of intent to adopt the IRWMP after the IRWMP has been completed.

The Yolo County Flood Control and Water Conservation District (YCFC&WCD) will act as the lead agency during development of the IRWMP for fiscal and contract needs of the Westside RWMG while the Solano County Water Agency (SCWA) will serve as the coordinating agent for the CC. YCFC&WCD General Manager Tim O'Halloran will serve as the Westside IRWMP Project Director. He will ensure that invoices are paid and reimbursements are received by the state, and that each Regional Public Agency provides its agreed upon funding match. Chris Lee from the SCWA will serve as the Westside IRWMP Project Manager, ensuring that the Westside IRWMP process is moving forward according to the schedule and communications are effective.

The Final Draft IRWMP will be approved by the governing bodies of the Regional Public Agencies. After this approval, other public agencies in the region will also be asked to adopt the Final

IRWMP, as a sign of acknowledgment, acceptance, and commitment to the Westside RWMG.

The post-adoption governance structure for the region will be determined as part of the IRWMP. After the scope of the IRWMP is better understood (in Phase 2), the Project Team will develop recommendations for a post-adoption governance structure. This recommendation will be discussed by the Regional Public Agencies, other public agencies and stakeholders as part of the scheduled public meetings during Phase 3.

The long-term governance structure will need to address, at a minimum, how the IRWMP activities will be funded, monitoring of IRWMP projects and programs, continued stakeholder involvement through implementation, the process for amending the IRWMP and a process for keeping the IRWMP current (i.e. adding projects to the IRWMP).

The existing Westside MOU will need to be amended or replaced to implement the long-term governance structure. A new MOU or agreement should be executed concurrent with the adoption of the final IRWMP.

3.a.2. REGION DESCRIPTION

The Westside IRWMP will include a more detailed version of the region description that was included in the 2009 RAP application and in the Background section of this document. A key part of the Region Description will be the development of a series of maps to visually portray key elements of the Region. While stakeholders in one county may be familiar with their county features, they likely will not be as familiar with the other counties in the Region. Also, these maps



will provide an important educational component critical to the IRWMP development process. For example, in order to develop a quantifiable objective to solve a problem, it is usually critical to understand the geographical distribution and magnitude of the problem. Maps can be a simple way of portraying this information.

The maps to be included will be determined as the planning process proceeds, but the following maps will be included:

- Watersheds and identified sub-watersheds in the Region
- Internal boundaries of agencies such as cities/counties, districts, and other agencies
- Groundwater basins
- Water and wastewater systems
- Adjacent and overlapping IRWMP regions

Maps will also be used to identify problem areas that need to be addressed in the IRWMP.

The Region Description will include a summary of appropriate data gathered as part of Task 2. In particular, water supply and demand data will be portrayed. Water quality conditions will be described and areas of concern mapped. Major objectives and conflicts will be described to help put the IRWMP into context of current issues in the Region.

Some of the pieces of information for the description will be researched under Task 2 and others will be gathered through the public workshops in Task 1. For example, documenting areas of major water related objectives and conflicts will be compiled through both researching written documents as well as receiving input from various stakeholders. Water supply, demand, water quality, and demographics information as well as climate change vulnerabilities will be compiled under Task 2.

3.a.3. OBJECTIVES (ISSUES, GOALS, AND OBJECTIVES)

Phase 1 of the IRWMP process will focus on identifying issues and developing goals and objectives for the region. Phase 1 stakeholder

input meetings will address water-related issues in the region and focus on developing regional goals and objectives. Prior to the initial stakeholder input meetings the Project Team will meet and develop an initial list of goals and objectives based on existing Regional Public Agency planning documents compiled under Task 2. This list will be presented to the attendees at the initial stakeholder input meetings for comments, edits, and additions. Comments will also be received from web postings and other means of communication for those who do not attend public meetings.

Some of the Westside RWMG issues are readily apparent and were identified in the 2009 RAP application such as mercury contamination in Cache Creek and invasive species in both Putah and Cache Creek. Other issues, goals and objectives will be identified through documents such as the Central Valley Regional Water Quality Control Board Basin Plan objectives, the water conservation goals in State law and requirements of the California Water Code for IRWMPs (CWC Section 10608 et seq.) Through stakeholder input, additional issues of concern, goals and objectives will be identified.

The Project Team will ensure that all objectives are measurable (a metric that the IRWM region can use to determine if the objective is being met as the IRWMP is implemented). Monitoring the success of meeting IRWMP objectives will be a key part of the implementation stage of the Plan.

All IRWMP objectives will be established as part of a collaborative effort by the stakeholders in the Westside region. A key part of the Public Process described in Task 1.2 will be to ensure that the Plan objectives are developed with stakeholder and public input. The Project Team will develop a process to prioritize objectives. This is a necessary action to get to the next step which is to prioritize actions, projects and programs. An explanation of objective prioritization or why objectives were not prioritized will be included in the Plan. Due to the large geographical area of the Region, the Project Team may choose to group objectives into different categories rather than ranking all region objectives. For example, there may be objectives specifically for different watersheds,



while there will also be region-wide objectives. By the end of Phase 1, objectives will be established after consideration of stakeholder input received throughout Phase 1.

3.a.4. DATA MANAGEMENT

During the first phase of the IRWM process, the Project Team will document how various agencies in the Westside region collect, analyze, monitor, and report data. As a first step, the Project Team will lead the efforts under Task 2 - which is focused on developing information specifically for the IRWMP. However, the Data Management section of the IRWMP will focus on ongoing data collection, analysis, and reporting efforts that will continue beyond the adoption of the IRWMP. The IRWMP will include a description of how data is collected, validated, and shared among different entities in the region. A focus on how data will be made available to stakeholders will be included in this description. This data management section will include a brief overview of the data needs within the Westside IRWM region, typical data collection techniques, how stakeholders contribute data to the Westside Data Management System (DMS), and who is responsible for maintaining data in the DMS. Descriptions will be included of data collection QA/QC measures, data transferring and sharing among the Westside RWMG and other interested parties, and data distribution and compatibility with State databases including SWAMP, WDL, GAMA, CEIC, and CERES.

Colusa, Lake, Napa, and Solano Regional Public Agencies will only contribute data from portions of their counties that are within the Westside RWMG.

During the first phase of the IRWMP process, the Project Team will obtain input from stakeholders about the usefulness of existing data management systems in the region and about the additional data needs of the region. Key stakeholders for this task are the public agencies who provide much of the data identified in Task 2 and in the Background section that describes existing data sources. In parallel with other tasks in Phases 1 and 2, the Project Team will develop a recommendation for an appropriate level of

region-wide data management. Not all data is suitable nor necessary to be collected on a region-wide basis, however this cannot be determined until the planning process identifies objectives and projects. The extent of a region-wide DMS cannot be determined at this time. The IRWMP will include an index that shows what data is available and where the data can be obtained. For all data, the intent will be to make the data available to other agencies and the public to the extent appropriate. Any region-wide DMS will need to coordinate with and provide data to the State databases (SWAMP, WDL, GAMA, CEIC and CERES), to the extent that the data is not already submitted to these databases.

One option under consideration is a GIS-based DMS for the Westside RWMG is the Sacramento River Watershed Information Model (SWIM), <http://sacriver.org/wim>. Other RWMGs in the Sacramento Funding Area such as CABY and American River Basin (RWA) are using SWIM for data management. SWIM is an online map-based clearinghouse for publicly-contributed watershed and conservation-related data and documents. SWIM was originally funded by DWR, and designed by the Sacramento River Watershed Program (SRWP) using the State Natural Resources Agency's Data Management Framework. SWIM indexes, manages, and displays project information on digital maps. Users can search the catalog for data and documents using text search or a map interface. Also, SWIM includes an online GIS mapping tool with over 200 different data layers that can be used to design and download custom maps for anywhere in the Sacramento River Watershed.

During the first phase of the IRWM process, various DMS methods will be considered by the Project Team and presented to stakeholders for input on which DMS would best meet the data management needs of the Westside RWMG and be the most efficient means of consolidating available data resources, and ensuring use of existing data.

Regardless, of the DMS chosen, the Project Team will need to identify a common location for watershed information. The Westside RWMG website may end up being the common location



for any DMS. For the most part, voluminous data already exists as water resource planners, county, state and federal agencies, watershed groups, and researchers have accumulated enormous volumes of watershed management, monitoring, and conservation-related data including: GIS layers and CAD drawings, permitting documents, monitoring datasets, project reports, photos, web links, and other digital files. The IRWMP will include an index of key documents and data sources so that the foundational information for the IRWMP is accessible to those who may want to access to them.

3.a.5. RESOURCE MANAGEMENT STRATEGIES

The Westside IRWMP will use the Resource Management Strategies (RMS) included in the California Water Plan (CWP) to help meet the IRWMP objectives that will be adopted. The RMS will also be used as a tool for developing objectives and actions in Phases 1 and 2. RMS will be a topic at the Phase 1 and 2 planned stakeholder meetings. In Phase 1 public meetings, the Westside RWMG will seek confirmation from stakeholders about what RMS are important for the Westside region. The RMS listed below will be used as a starting point in the Phase 1 stakeholder meetings. The meetings will solicit information on the RMS already being practiced in the region and those RMS that stakeholders believe would be practical and most useful in achieving region objectives. Following is a list of RMS groupings that are relevant to the Westside region:

- Reduce water demand
- Improve operational efficiency and transfers
- Increase water supply
- Improve water quality
- Improve flood management
- Practice resources stewardship

The RMS within each of these groupings, as identified in the Guidelines, will be included in the Westside IRWMP. We expect to have numerous specific projects and programs that address these RMS. The Plan will identify projects and programs that address these RMS. The RMS will be considered during the prioritization of projects and programs. Other RMS may be identified by stakeholders and can be added to this list.

Note: Task 3.c. provides more information on the project review process and project prioritization.

3.a.6. FINANCE

The Westside IRWMP will include a section on IRWMP Financing which will include a program level description of the sources of funding and the potential funding sources for the construction and O&M of projects and programs intended to implement the IRWMP. Potential sources of funding include local agency funding, and state and Federal funding sources. Key state funding sources are DWR's IRWM and SWFM programs, the state revolving fund, and other state grant or loan programs. On a federal level, funding may be available through the Bureau of Reclamation Water SMART or other grant programs, EPA-funded drinking water quality grants, or American Recovery and Reinvestment Act (ARRA) funded grants and loans. This section of the IRWMP will also include other funding sources available such as private research and pilot study grants through universities or professional organizations such as the American Water Works Association Research Foundation (AWWARF).

The IRWMP must acknowledge that local agency funding for most new projects will be severely limited. The IRWMP will help identify those projects that make the most sense to implement. Additionally, local funding sources are sometimes restricted to be used within specific local jurisdictions or for specific purposes. The project prioritization system and finance section will need to acknowledge this fact.

To help determine the financial needs to implement the Westside IRWMP, projects considered in the Phase 2 Project Review Process will be required to include a cost estimate and identify potential initial and long-term funding sources for that particular project – as project proponents are often the most knowledgeable about local, governmental, and private agencies with an interest in potentially funding their project.

For projects and programs recommended for implementation, the IRWMP will include a table showing the existing and potential funding sources for capital and anticipated O&M costs. The table would also include an indication of the certainty and



longevity of the funding sources. A template of the table is provided in Table 1.

3.a.7. IMPACTS AND BENEFITS

A simplified impact and benefit analysis regarding implementation of the IRWMP will be included in the IRWMP to document the potential impacts and benefits of the IRWMP to entities within the region, including DACs and California Native American Tribal communities, as well as to entities within neighboring or overlapping regions. This section of the IRWMP will summarize and document identified impacts and benefits.

To help determine the impacts and benefits of various projects, project proponents of projects considered in the Phase 2 Project Review Process will be required to include a list of impacts and benefits associated with their particular project – as project proponents are often the most knowledgeable about impacts and benefits associated with their project.

The intent of this section is not to perform an impact/benefit analysis on every project and program identified in the IRWMP, but to portray at a programmatic level impacts/benefits for groups of types of projects. A more detailed impact and benefit analysis is expected to be conducted as part of individual project implementation. In addition, key findings and conclusions pre-implementation impacts and benefits of projects will be included. The Project Team will include an impact/benefit table in this section of the IRWMP. The table would be similar to that shown in the IRWM Guidelines and would include a column for the various projects to be analyzed on potential impacts/benefits within the Westside region and across immediately-adjacent regions. A template of the table that may ultimately be included in the IRWMP is shown below in Table 2 along with a fictitious example.

Table 1. Example Template for Westside IRWMP Projects Funding, Last Updated: 9/28/10

Activity/Project	Previous and Existing Funding Sources and Amounts (Capital/Initial Cost)	Anticipated Funding Sources (Capital/Initial Cost)	Other Potential Funding Sources (Capital/Initial Cost)	Funding source for program longevity or project O&M	Notes
	TEMPLATE		TEMPLATE		

Table 2. Example Template Known Impacts and Benefits of Implementation of Westside IRWMP Programs and Projects

Program/Project	WITHIN WESTSIDE RWMG		INTER-REGIONAL	
	Potential Impacts	Potential Benefits	Potential Impacts	Potential Benefits
Aquifer storage and recovery (example)	Construction-related impacts	<ul style="list-style-type: none"> Water supply reliability (increase in reliable supply by 5,000 acre-feet) decreased reliance on imported water better developed water quality to customers decreased TDS discharges from wastewater treatment plants 	<ul style="list-style-type: none"> Increased power consumption Increased carbon footprint 	decreased TDS discharges from the wastewater treatment plants to surface streams being used as supply by downstream users
			TEMPLATE	

Where possible, quantifiable impacts and benefits will be included, such as the acre-feet per year that will be added to the water supply or better managed. Otherwise, descriptive impacts and benefits will be stated.

3.a.8. TECHNICAL ANALYSIS

Technical information includes data and other information sources. Data will be collected and utilized as shown in Task 2. Information sources will primarily come from existing plans and reports that will be analyzed under Task 2.1. The technical foundations of these data sources and reports will be included to understand how they should be utilized in the IRWMP process. During the stakeholder input process the Project Team expects that other technical information will be identified that will be incorporated into the technical analysis.

Technical analysis will occur in all phases of the Westside IRWMP. During the development of the goals, issues and objectives, the Project Team will analyze each goal, issue and objective from a technical perspective using the data and information sources identified in Task 2. For example if there is not data supporting a specific objective, that objective cannot be included, or it becomes a project to obtain data that may lead to a future objective. If an issue, goal or objective fails a technical analysis, the reason will be documented.

During the project prioritization process in Phase 2, a technical analysis will be conducted on each program, action and project. The prioritization process will include a determination of whether the program, action or project is supported by data or other technical information. The project ranking system will appropriately weight this technical analysis.

Each project, action or program submitted for inclusion in the IRWMP will require technical information and analysis to be submitted along with the project scope.

3.b. Coordination

3.b.1. COORDINATION

The nature of integrated regional planning is such that extensive coordination is required for successful and efficient planning. The CC has already identified numerous local agencies and stakeholders within the region (see Appendix 2). This section of the IRWMP will document the established communication mechanisms between the Westside RWMG and local agencies and stakeholders and identify measures to improve coordination. Coordination will be a topic of discussion at the first set of stakeholder and DAC workshops as the Project Team would like input from local agencies and stakeholders on their preferred communication mechanisms. A Westside RWMG website will be created both to inform stakeholders of IRWMP activities and provide a mechanism for local agencies and stakeholders to quickly and easily notify the Project Team of their projects of interest. By keeping the Project Team informed of all significant water projects in the region, conflicts can best be avoided.

To ensure effective coordination between any neighboring RWMGs and IRWMPs, the CC will designate at least one member to track the plans and projects of each neighboring and overlapping RWMG. For example, the CC member from the Colusa County RCD can represent the Westside RWMG at North Sacramento Valley IRWMP group meetings and serve as the point person for coordination between the two regional groups' projects. A list of the individuals, or at least the agencies they represent, will be presented in this section of the IRWMP. A preliminary list of individuals responsible for inter-regional coordination is listed in Table 3.

There are also several local, state, and federal agencies that will be important to the development of the Westside IRWMP. Those agencies active in the region are listed in the stakeholder table in Appendix 2. A description of the coordination activities with these agencies will be included in this section of the IRWMP.



The key coordination role that the CC will have for developing and implementing the Westside IRWMP is shown Figure 6, below. As the figure shows, the CC will be responsible for coordinating between the Regional Public Agencies, local agencies and stakeholders, state and federal agencies, as well as other RWMGs.

3.b.2. STAKEHOLDER INVOLVEMENT

An initial list of stakeholders that may want to participate in the Westside IRWMPing effort are listed in Appendix 2. Throughout Phase 1 and 2 this list will be updated as additional stakeholders are identified and as others choose not to participate. The list of stakeholders interested in and/or actively participating in the Westside RWMG planning effort will be presented in this

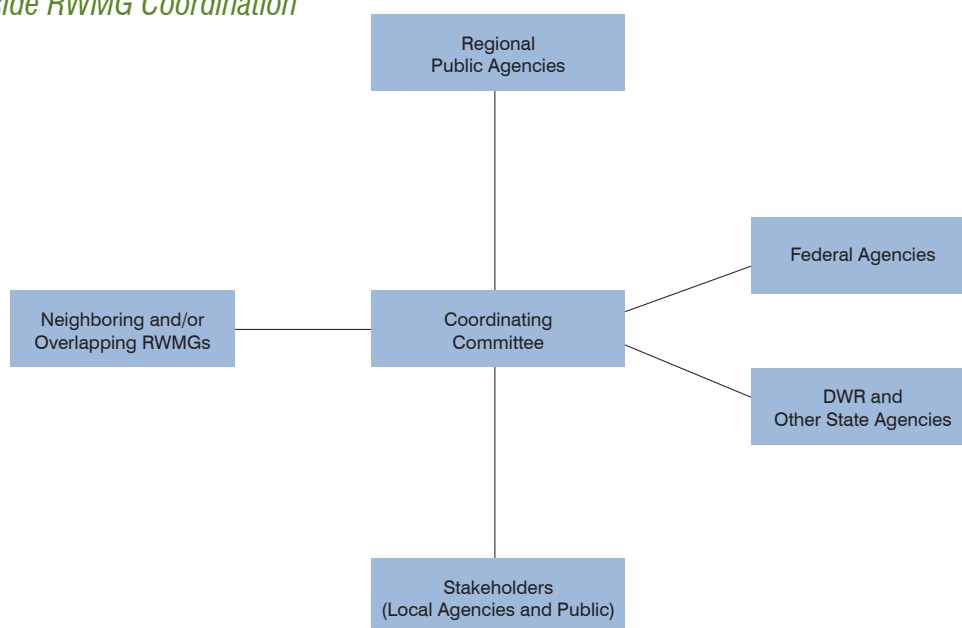
section of the IRWMP. The IRWMP will describe the processes to provide outreach and opportunity to identified stakeholders in the region that will be developed in Task 1.2.

The Westside RWMG approach to stakeholder involvement is described below and will be described in further detail in this section of the Westside IRWMP. The current plan for involving stakeholders has four key elements:

1. Identify Stakeholders including Disadvantaged Communities and Tribes
2. Include Bilingual Communications
3. Provide Multiple Localized Venues to Facilitate Participation
4. Provide Multiple Avenues for Communication

Table 3. Inter-regional Coordination Assignments		
WESTSIDE RWMG MEMBER AGENCY RESPONSIBLE FOR COORDINATION	COORDINATING INDIVIDUAL	NEIGHBORING RWMG
Colusa County RCD	Patti Turner	Northern Sacramento Valley RWMG
Water Resources Association of Yolo County	Jacques DeBra	Regional Water Authority
Solano County Water Agency	Chris Lee	San Francisco Bay Area RWMG
Napa County Flood Control and Water Conservation District	Deborah Elliott	San Francisco Bay Area RWMG
Lake County Watershed Protection District	Pam Francis	North Coast RWMG

Figure 6. Westside RWMG Coordination



Identify Stakeholders (including Disadvantaged Communities and Tribes)

The past and ongoing water and resource related planning efforts throughout the region have generated awareness, as well as extensive stakeholder contact lists. The Westside RWMG has capitalized on previous efforts by combining all existing stakeholder lists (see Appendix 2 for the existing list of stakeholders). In some areas, prior efforts have focused on agency stakeholders. In those areas and throughout the region, processes similar to those employed by the Yolo County WRA will be used to connect with the broader realm of potential stakeholders to update and supplement existing lists. This stakeholder list forms the initial contact list for direct transmittal of all public announcements. This list of stakeholders will continue to be updated through public input throughout the IRWMPing process.

Based on local experience in resource planning, an initial listing of DAC's and Tribes has been compiled. The CC has already analyzed demographic data to identify the DACs within the region. DACs are defined as communities with an annual median household income (MHI) of less than 80% of the statewide annual MHI (Proposition 84 guidelines). The definition of "communities" is intentionally non-specific so that local agencies can use various data sources to document the meeting of the MHI criteria. Figure 7, based on 2000 Census data, depicts the DACs identified through current efforts of the CC in preparing this application. Using GIS tools, the CC applied the MHI definition to data from Census Block Groups in the region and mapped the block groups, indicating which ones fit the adopted definition of a DAC. Although many block groups fit the MHI definition of disadvantaged, the Westside RWMG chose not to consider a disadvantaged block group a DAC unless the entire community in which the disadvantaged block group appeared was also disadvantaged. For example, the City of Woodland has a couple disadvantaged block groups, however, the city as a whole does not meet the MHI definition of disadvantaged and therefore the City of Woodland is not considered a DAC. The communities that appear to meet the MHI

definition of disadvantaged (as shown on Figure 7) are the Westside RWMG's preliminary DACs. The Project Team may identify additional DACs as more income data becomes available and as the public process develops.

In regards to the relatively small portion of the Westside RWMG that encompasses Colusa County, the U.S. Census Bureau does not publish income data about residents at the geographic level of Bear Creek Watershed census blocks because statistical information about the small number of resident in each block might compromise privacy of residents. The Bear Creek watershed includes approximately 57 residents, of which perhaps only 20 people are full-time residents. Although it may be difficult to identify portions of the Bear Creek watershed as disadvantaged according to the Proposition 84 guideline definition, the Westside RWMG considers the residents in this watershed as an underserved community due to its remote location.

The discussion in Task 1.9 provides information on Tribal stakeholder outreach and involvement.

Include Bilingual Communications

Key printed communications will be prepared in both English and Spanish to maximize the number of people that understand and can have access to the IRWM process. Bilingual communications will include meeting announcements and status reports, as well as information on the Westside RWMG website. The level of bilingual communication will be adaptively managed based on participation and interest.

Provide Multiple Localized Venues to Facilitate Participation

The Westside Region encompasses a large geographical area necessitating the need to have stakeholder meetings in multiple locations to reduce travel time and to encourage participation. Thus the planning process includes locating public meeting in three different locations for each stage of the planning process. The specific locations will be determined based on expected participation and to ensure a variety of perspectives.



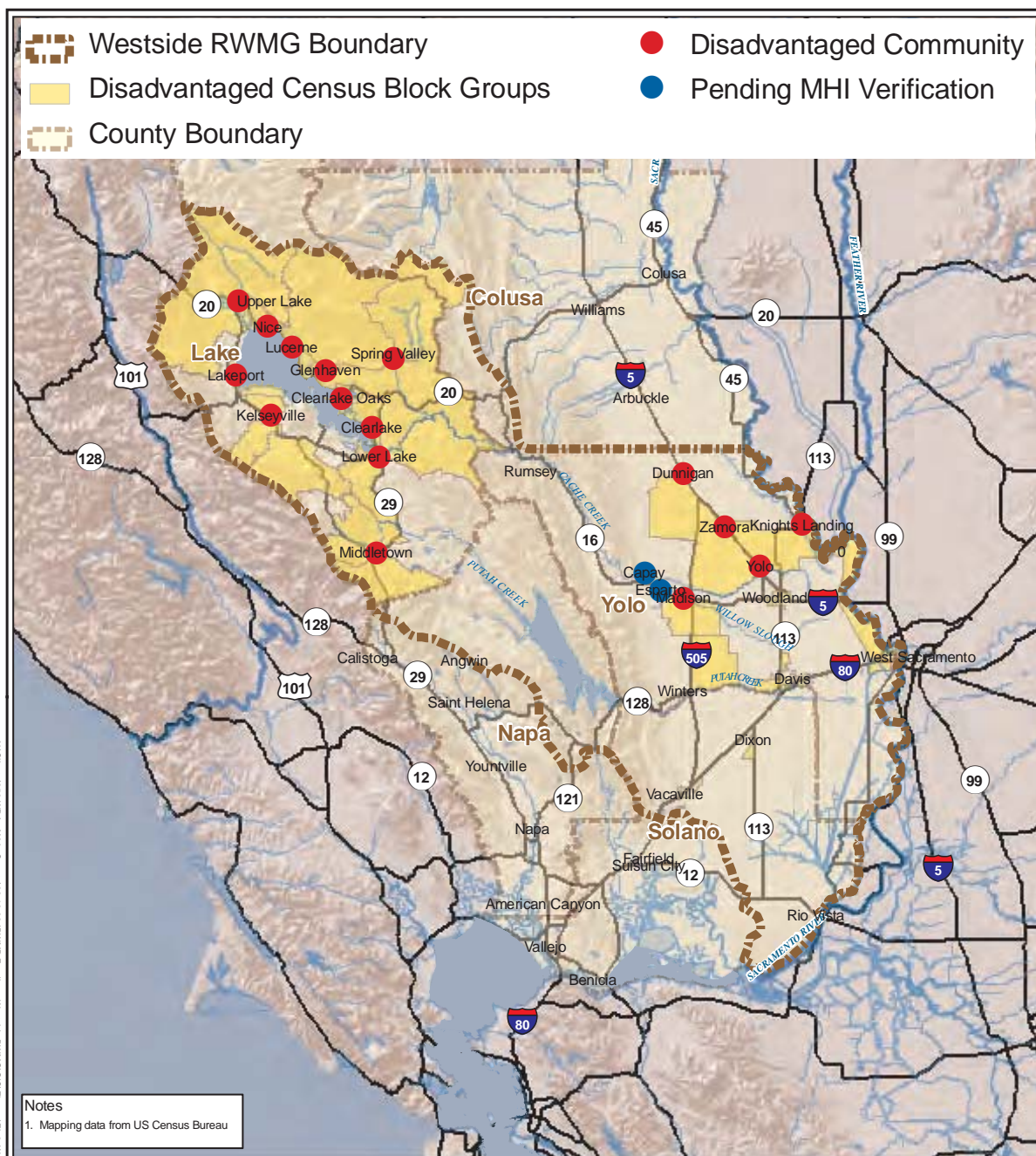
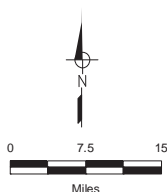


FIGURE 7

**Prop 84 IRWM Planning
Grant Application**

**WESTSIDE RWMG
DISADVANTAGED COMMUNITIES (BLOCK GROUPS)**



In addition to inviting the public to general public meetings the Project Team will conduct many smaller and less formal group meetings to more directly engage identified DACs and tribes (separately) in the public planning process. These smaller meetings will be held in or near identified DACs and Tribal areas to minimize travel distances. This approach is intended to facilitate participation of individuals from these communities and demonstrate the Westside RWMG's direct interest in diverse and comprehensive participation.

Provide Multiple Avenues for Communication

The procedures, processes, and structures that the Project Team will implement to promote diverse stakeholder involvement will be developed in Task 1.2. In addition to the many public meetings that will be held (see Task 1.4 and 1.5), communication methods will include:

- Developing and maintaining a user-friendly and up-to-date web site with: draft IRWMP sections and related documents; public meeting agendas and minutes; CC meeting announcements, agendas and minutes; comment forms; list of frequently asked questions (updated as needed); and a brief overview of the IRWMPing process. Websites already exist for several previous IRWMPing processes. The Yolo County site (www.yolowra.org) is one example.
- Publishing multiple IRWMP newsletters, in Spanish and English, describing the process.
- Designating CC members and a member of the Consultant Team to be available to answer questions from the public and to take comments outside of public meetings.

A variety of communication tools are necessary to successfully address the diversity of water management issues, geographical representation, and stakeholder interests in the region. For example, printed publications may tend to reach more elderly and rural residents and stakeholders,

while website postings may reach more younger and urban residents and stakeholders. All forms of communication will be designed to invite anyone, regardless of viewpoint, to participate in the planning process.

The Project Team will invite members of the public and all identified stakeholders to public meetings. Invitations will be published via a Westside RWMG website, public notices in local papers, and announcements at local water district and County supervisor board meetings. Electronic communication will be used as much as possible since this form of communication is most cost effective. Some direct mailing to stakeholders who do not have electronic addresses will be necessary. Smaller, localized meetings will be announced for DACs and Tribes

Stakeholder meetings will be open to the public. Prior to the meetings, notices, including agendas, minutes and supporting materials, will be emailed to current stakeholder mailing lists and posted on the Westside IRWMP website.

Staff from each of the Westside Regional Public Agencies will provide periodic updates to their governing boards and entities that they represent in the IRWMP process.

Through all of these outreach efforts, the Project Team will be inclusive and employ a collaborative, multi-stakeholder process intended to assist participation, including DACs and Tribes.

3.b.3. STAKEHOLDER/RESOURCE INTEGRATION

The purpose of the IRWMP will be to integrate water resource management strategies for the entire Westside region. By taking into account the stakeholder concerns, institutional concerns and processes, and integrating resources throughout the Putah and Cache Creek watersheds, this Plan will be an essential region-wide planning document. Although the Westside IRWMP will not likely have a section on "integration" it is listed as a subtask under "Coordination" because integrating stakeholders into the IRWM process effectively and integrating resources is intertwined with coordination. The processes, structures, and procedures that foster integration will be



apparent in IRWMP sections such as governance, stakeholder outreach, data management, and project review process.

Resource integration is described in two ways. First, in relation to the resources that participating agencies and stakeholder can bring to the planning effort, such as local expertise, technical skills and staff time. For example, the GIS capabilities at Solano County Water Agency and Lake County Watershed Protection District's experience and expertise in effective stakeholder involvement will be used to the benefit of the entire Westside RWMG. In essence, integration in the Westside RWMG means combining the strengths that each Regional Public Agency exhibits and using these strengths to benefit the regional planning efforts. The collaborative IRWMP effort will integrate these efforts during the planning process. This resource integration is planned to extend to the Plan implementation stage through ongoing administration, monitoring and updating of the Plan will take place.

The second way resource integration is defined is in regards to natural and man-made resources. Integration strategies will develop as the IRWMP progresses. Since this IRWMP is the first attempt to deal with resources at the Westside Region level, opportunities for integration are not clearly apparent at this time. The Project Team will specifically look for opportunities to integrate resources for the most benefit.

On the project level, the Project Team recognizes that part of the advantage of regional planning is that common objectives of many local interests can often be achieved through one regional project and often times resources needed for project implementation (personnel, finance, materials, and equipment) may benefit from economy of scale. The planning decisions made in the Westside IRWMP will consider integrating the needs of the region and not just the needs of specific entities in the Westside RWMG.

3.b.4. RELATION TO LOCAL WATER PLANNING

A description of the how the Project Team will coordinate its IRWMP with local water plans to make sure the IRWMP includes current,

relevant elements of local water planning and water management issues common to multiple local entities in the region will be included in this section of the IRWMP.

Water use data and information will be compiled and presented in Task 2. This section of the IRWMP will include a comprehensive list of local water planning documents in existence, a description of how they relate to the IRWMP, when they were adopted and when they are expected to be updated. Local water planning documents include Urban Water Management Plans, Groundwater Management Plans, Agricultural Management Plans, Flood Management Plans, and Watershed Management Plans.

The Westside IRWMP cannot replace or supplant existing plans, but must be integrated with them. IRWMP policies and actions should be based on existing approved plans and be compatible to the extent possible. However the IRWMP should not feel bound by existing plans and the IRWMP should result in an overall management plan from a Region-wide perspective, while respecting local autonomy.

3.b.5. RELATION TO LOCAL LAND USE PLANNING

The Westside IRWMP will include a description of how water management input is considered in land use decisions, and vice-versa, in the region. Included in this section will be how land use planning entities and the Regional Public Agencies interact. Currently all counties and cities in the Westside RWMG already address water in their General Plans to some extent. State law requires land use agencies to consider water availability when making land use decisions (SB 610 and SB 221 requirements, for example). The data required to do these analyses comes from the local water purveyor, sometimes it is the city itself. This integration is occurring now and will continue to do so. The Westside IRWMP intends to improve on this by identifying other opportunities for integration. The Prop 84 IRWM Guidelines identify many potential collaborations between water resources planning and land use planning. The IRWMP process will determine which of these, and others, are appropriate for the



Westside Region and will incorporate these in the recommended strategies to be prioritized with other actions.

Currently, local land use planning agencies have very limited resources to participate in IRWMP development and implementation. Strategies and action in the IRWMP will need to recognize this as a potential constraint.

Land use planners will be encouraged to attend stakeholder meetings. The CC, in the course of their briefings for public agencies they represent in the IRWMP process will outreach to land use planners.

3.c. Project Review Process and Prioritization

During the second phase of the IRWMP process, the Project Team will solicit projects, programs and actions to meet the issues, goals and objectives identified in Phase 1. During Phase 1 a Project Submittal Template will be developed for agencies and individuals to submit projects, programs and actions for possible inclusion in the IRWMP. The Template will also be allowed to be submitted electronically via the Westside IRWMP web page. The Template will ask for basic project data such as a project description, estimated costs, impacts and benefits, status for implementation and project proponent. Project submittals will be sought at the beginning of Phase 2.

Some entities, such as DAC's, may need assistance in submitting a project. Also, projects may be identified at public meetings where there is no specific sponsor to develop a submittal. Consultant Team time will be available to compile submittals.

During Phase 2, the Project Team will develop a process to prioritize submitted projects. This prioritization process and its initial application to submitted projects will be the subject of the second public meeting in Phase 2. Stakeholders will be able to comment on the prioritization process and the prioritization of projects. The Project team will modify the process and prioritization as appropriate.

The prioritization process will include at least the following components:

- Contribution to Westside IRWMP objectives (as developed in Phase 1)
- Relationship to Resource Management Strategies
- Technical feasibility
- Costs, financing and economic feasibility
- Project status (i.e. conceptual, planning, feasibility, pre-design, environmental, final design, permitting, or construction bidding)
 - what level of planning has already been completed for this project to move forward;
- Level of integration potential (including multi-benefit projects)
- Project sustainability
- Benefits to DACs
- Benefits to Tribes
- Environmental justice considerations
- Climate change and GHG considerations

How these, and other, factors will be considered and weighted is to be determined as part of the planning process with considerable input from stakeholders.

With the projects submitted for review, the Project Team will determine if certain projects can be combined or modified to function more effectively as a multiple purpose project. The Project Team will identify potential projects that appear to warrant integration. The Project Team will apply the prioritization criteria to determine if relative improvements are gained by integrating projects. Where integration shows measured improvement, the strategy for implementation will be addressed along with other projects.

The Westside IRWMP will be a living document, meaning that there will be a process to keep the Plan current. A key part of this process is to allow for projects to be continuously submitted for inclusion in the IRWMP. The IRWMP will develop a specified process for submittal of projects after the IRWMP is adopted. The CC, or its



successor, will manage this process as an ongoing responsibility of IRWMP administration.

3.d. Climate Change

Climate change has not been frequently considered in previous planning, but it has been an important public policy issue for the past decade. The Westside RWMG is mindful in particular of California's engagement in climate change in the context of water and other natural resources, particularly in the 2005 and 2009 Updates to the California Water Plan and the 2006 report by the Department of Water Resources, "Progress on Incorporating Climate Change into Management of California's Water Resources." Those reports identified areas of vulnerability regarding water, from greater flood variation and risk to potential substantial reductions in Sierra Nevada snowpack. Other potential impacts include increases in demand (particularly from agriculture) to serious impacts on forests and fisheries habitat. Projected potential impacts to rainfall vary widely, from drier to wetter than normal in the future. It is the potential increased variability in rainfall that is of greater concern. Such impacts have been forecasted as possibilities by extending the work on global warming models done under the auspices of the Intergovernmental Panel on Climate Change, to regional models specific to California. Additionally, the southern and eastern part of the Westside region is vulnerable to sea level rise, an important component of climate change impacts. Important risks have been identified which require actions for both "adaptation" and "mitigation" as those terms are used in the overall climate change debate.

"Adaptation" means developing tools and actions to allow our water and other resource programs to continue to function under future altered conditions resulting from climate change. This requires programs and projects that are resilient enough to respond successfully to a changed environment. "Mitigation" is simply the concept of offsetting impacts of future programs/projects to those factors that are likely to contribute to future climate change. In the simplest terms, this translates into reducing a program's/project's

"carbon footprint" (reducing greenhouse gas emissions that would otherwise result from a program or project). How adaptation and mitigation will be implemented in the context of water resource decisions – particularly in the context of an integrated regional water management plan – is still at an early stage. All IRWMPs will need to address these concerns, but the means and actions to do so will emerge over the next few years.

The Westside IRWMP will address the issue of climate change in all parts of the Plan. In the Region Description section, a broad overview of the potential effects of climate change on its region will be provided.

In the Issues, Goals, and Objectives section, the development of issues, goals, and objectives will consider climate impacts. The issues, goals, and objectives must address adaptation to climate change and sea level rise. Goals and objectives will be included to mitigate greenhouse gas (GHG) emissions.

In the Resource Management Strategies section, projects and strategies will be developed to provide for adaption to climate change and reduction of GHG emissions.

In the Project Review Process and Prioritization section, projects, programs and actions will be analyzed for specifically how they can adapt to climate change and their impact on GHG emission. The project prioritization process will score and weight projects on how they are adaptable to climate change and how they impact GHG emissions.

In the Relation to Local Water and Land Use Planning sections, the IRWMP will analyze how existing plans address climate change and GHG emissions. With the understanding that these concepts are relatively new, not all existing plans are expected to address these issues. The IRWMP process is intended to provide information to aid local water and land use agencies in incorporating climate change and GHG emissions issues in updates to their planning documents.



In the Plan Performance and Monitoring section, a key indicator that will be monitored will be adaptive management of impacts of climate change in the region. Also, in conjunction with land use agencies and transportation agencies, quantification of changes in GHG emissions will be monitored.

The IRWM Guidelines identify three documents (Climate Change Scoping Plan, Managing an Uncertain Future: Climate Change Adaptation Strategies for California's Water (2008), and 2009 California Climate Adaptation Strategy) to be kept in mind in addressing these issues.

3.e. Mercury Strategic Plan (Inter-regional)

Through the efforts of the Sacramento River Watershed Program a Mercury Strategic Plan will be included in this section of the IRWMP. The budget for this task will be covered by an anticipated inter-regional grant for which the Sacramento River Watershed Program is currently applying. If the Sacramento River Watershed Program is unsuccessful in obtaining grant funding for the Mercury Strategic Plan, this section of the IRWMP will not be included. However the Westside IRWMP will include mercury issues as mercury is clearly a major water quality issue that needs to be addressed. For example, the Regional Public Agencies will remain engaged in the Delta Mercury Tributary Council and discussion on the TMDL.

Mercury is the leading cause of water quality impairment in the Central Valley. Mercury sources include abandoned gold mines in the Sierras and legacy mercury mines in the Coast Range, natural mineral springs and native soils, atmospheric deposition, consumer products, and more. Natural and artificial wetlands and other productive aquatic ecosystems enhance production of the toxic, bioaccumulative form methylmercury, presenting a dilemma for water managers. An April 2010 Central Valley Regional Water Quality Control Board staff report noted that the Cache Creek watershed contributes 30% of the inorganic mercury load to the Delta (based on a 20 year average mix of low, medium, and high water

years). The objective of this inter-regional effort is to develop a Mercury Strategic Plan for addressing mercury issues consistently and at a broader scale than individual IRWM regions—a Plan that can be tailored for individual IRWMPs. Because of Cache Creek's high contribution of mercury to the Delta, the Westside will be a key participant in this inter-regional effort to solve the inter-regional mercury problem.

The Mercury Strategic Plan will include analyses and decision support tools applicable to each IRWM Region, including the Westside. This project will leverage the Natural Hazards mapping already hosted in the Sacramento River Watershed Program's Sacramento River Watershed Information Model (SWIM) online watershed Geographic Information System (GIS) and document library. New functionality will allow users throughout the watershed to visualize mercury pollution and research spatially, highlight priority areas, submit proposed projects, and view other proposed mercury control or remediation projects from all IRWM Regions and other efforts. This interregional clearinghouse can be used to prioritize mercury projects basin-wide.

3.f. Implementation Strategy

The IRWMP is only as effective as its implementation. Accordingly, the Westside RWMG regards an implementation strategy as an essential part of developing the IRWMP. Similarly, the public involvement and stakeholder process is viewed as a critical element for obtaining widespread support for implementation of the plan.

The Westside IRWMP region covers a large geographical area and includes potential implementing agencies that have historically operated independently. The challenge will be to encourage implementation of the IRWMP in a coordinated manner while respecting the right of independent agencies to implement projects on their own. Because the IRWMP is not expected to create a new governance structure that can dictate infrastructure decisions, the Westside RWMG will need to assume a coordinating and information sharing role. The Westside RWMG will formulate



an implementation strategy with consideration given to the factors described below.

Institutional Arrangements and Partnerships

As noted above, certain programs and projects may be implemented by individual agencies; however, others may require a partnership or joint participation by multiple agencies. Depending upon the type of project and size, both physically and financially, the legal arrangement may be different. Whether a Memorandum of Understanding, a Joint Powers Agreement, or another instrument is most appropriate, will be evaluated on a project-specific basis. The most appropriate arrangement will be developed by the agency or agencies responsible for the project.

Funding Options

The IRWMP will include projects such as municipal and agricultural water supply projects, flood control, ecosystem restoration, etc. Similarly, a variety of funding options will need to be considered. The funding options may include bond measures, special assessments, federal and state grant and loan programs, and other funding instruments. The Westside RWMG is interested in pursuing a Proposition 84 Integrated Regional Water Management Grant Program implementation grant.

Project Readiness

The programs, actions and projects that will be included in the IRWMP will be various levels of readiness for implementation. Project readiness will be a factor in project prioritization. Since funding availability is such a major factor as to when a project may be implemented, the implementation strategy will recognize that project implementation will need to be opportunistic to take advantage of funding opportunities as they become available.

Environmental Compliance

CEQA and potentially NEPA compliance will be required for implementing many of the projects, programs and actions included in the IRWMP. Project-specific environmental reviews will

likely be required prior to agency approval of the respective projects. The agency (or agencies) responsible for approving and implementing particular projects will be responsible for all CEQA and NEPA compliance efforts associated with such projects.

Regulatory Compliance

Regulatory compliance pertaining to implementing the IRWMP relates to the permits that are required for specific project implementation. These can involve federal and state agencies including the: California Department of Fish and Game, Regional Water Quality Control Board, State Water Resources Board, U.S. Army Corps of Engineers, U. S. Fish and Wildlife Service, etc.

3.g. Plan Performance and Monitoring

During the third phase of the IRWMP process, the Project Team will develop a plan for tracking the IRWMP performance and monitoring the progress of the projects contained in the Plan. The Westside IRWMP is expected to be a living document, meaning that plan performance will be monitored and reported to interested parties. There will be a process for ongoing submittal for projects to be incorporated into the IRWMP to keep the IRWMP current. Over time, the IRWMP is expected to be amended and updated.

The IRWMP will include criteria that will be used by the Westside RWMG to evaluate the progress made to achieve plan objectives and the process linking completion to the IRWMP implementation. Specific components of these criteria will be developed by the Project Team.

The CC, or its successor, will be responsible for IRWM implementation monitoring and performance evaluation. Monitoring information will be included in the Westside RWMG's data management system. The typical components of these project-specific monitoring plans as well as how findings from these plans are used to improve implementation of future projects will also be included in the IRWMP.



Task 4. IRWMP Preparation

4.1 Development of the IRWMP Scope

This task includes all the activities of the Westside RWMG leading to completion of this planning grant application.

The development of a Westside IRWMP started in 2008. After Proposition 84 was approved in 2006 that included designation of regions eligible for grant funding, entities within the designated Sacramento River Funding Area began meeting to consider coordination and collaboration. These meetings started in 2008 and continue to date.

Early discussions were to understand which entities had existing IRWMPs and which entities in the Sacramento River Funding Area were interested in to applying for Prop 84 IRWMP funds. Discussions were held as to whether it was feasible and desirable to have a single IRWMP for the Sacramento River Funding Area, or should the larger region be subdivided into smaller sub regions.

It quickly became apparent that due to the large geographic scope of the Sacramento River Funding Area and the lack of experience of entities within the area in dealing with each other, a single IRWMP for the area was not possible. There were some areas within the larger region that has some experience working together and some areas where geographic features, mainly watersheds, made sense for creation of sub-regions. The Westside Region was developed based on the Putah and Cache Creek watersheds.

Once it was determined that the larger region should be subdivided, the entities that would eventually make up the Westside Region began to meet separately to participate in the Region Acceptance Process (RAP) to qualify as a region to apply for Proposition 84 grants. During this process, the meetings with other sub-regions within the Sacramento River Funding Area continued to share information and to seek additional opportunities to collaborate and integrate planning activities. This coordination within the larger region will continue though the Westside IRWMP development and beyond.

A Memorandum of Understanding (MOU) between the Westside RWMG Regional Public Agencies was executed in 2009. The purpose of this MOU was to agree to participate in the RAP process to qualify for Proposition 84 funding. The MOU provided a structure for the entities within the Westside RWMG to interact with each other to submit the RAP and laid the foundation for an eventual Westside IRWMP effort.

The Westside RWMG collectively hired a consultant and developed an application for the RAP process. The Westside Region has been formally approved as a region for Proposition 84 funding. Some of the data included in the RAP application is being used to develop this planning grant application.

After official approval by DWR as a region in the RAP process, the Westside RWMG MOU was amended to fund and authorize the submittal of a Proposition 84 planning grant application and to commit to provide the required local cost share if the grant is approved. The CC was appointed and designated to submit the planning grant application and to manage the planning grant process.

The CC hired a consultant to prepare the planning grant application. The CC was actively involved in the development of the planning grant application. The application identifies a planning process that the CC feels will be successful in meeting the Region's needs as well as the State requirements for an IRWMP.

Substantial Westside RWMG staff time and consultant costs are included in this task, reflecting the large amount of work for a new group of agencies to collaborate on a new regional planning effort.

4.2 Prepare and Comment on Administrative Draft IRWMP

An administrative draft IRWMP will be prepared. The administrative draft will be the first complete draft of the Westside IRWMP and is intended for the CC's review. The administrative draft will be prepared by the Consultant Team. The Consultant



Team will circulate this administrative draft to the CC for comment. The CC members will be encouraged to share this administrative draft to others in their respective agencies, the agencies they represent in the IRWMP process and their governing boards, as appropriate. Although public comments will not be specifically sought on the administrative draft, the administrative draft will be posted on the Westside IRWMP web page and CC meetings are open to the public.

The administrative draft will be completed towards the beginning of Phase 3 as the consultant will develop sections of the administrative draft IRWMP throughout Phase 1 and 2. The CC should provide comments on the administrative draft within 40 working days of receiving the draft.

4.3 Prepare Public Review Draft IRWMP and Solicit Public Comment

Based on the comments received on the administrative draft IRWMP, the Consultant Team will prepare a public review draft of the IRWMP. The CC will review the changes made by the Consultant Team and approve release of the public review draft. The public review draft IRWMP will be distributed for public review and comment by all stakeholders. The public review draft IRWMP will be available on the Westside RWMG website and electronic copies will be made available. In addition, three public meetings, described in Task 1 will be held to receive comments on the public draft IRWMP.

At the facilitated public meetings, an overview of the public review draft IRWMP will be presented and input from those in attendance will be solicited. Members of the public will also have the opportunity to provide written comments, so attendance at these public meetings is not the only way to provide feedback on the IRWMP. The public comment period is planned to last for 60 calendar days.

4.4 Prepare Final Draft IRWMP

Upon receipt of review comments and conducting the public meeting, comments will be reviewed and responses will be prepared. The Planning Team will review comments and modify the public

review draft as appropriate. The documentation of public comments will represent a part of the formal documentation of the public involvement and the stakeholder process. The final draft IRWMP will be available on the Westside website.

4.5 Adoption of Final Draft IRWMP

In accordance with Section 6066 of the Government Code, the Westside RWMG will publish a notice of intention to adopt the IRWMP after the final draft IRWMP has been completed.

The five Regional Public Agency governing boards will be asked to adopt the final draft IRWMP at a public meeting. After all five Regional Public Agencies adopt the IRWMP, it will be submitted to DWR. Other public agencies will also be asked to adopt the Final IRWMP, as a sign of acknowledgment, acceptance, and commitment to the Westside IRWMP.

Task 5. IRWMP Grant Process Administration

5.1 Contract Execution with DWR

This task includes the efforts of the Westside RWMG CC and fiscal agent (Yolo County Flood Control & Water Conservation District General Manager) to execute a contract with DWR for the Proposition 84 planning grant. This task will be funded locally with these costs counted toward the grant in-kind match.

5.2 Prepare Request for Proposals (RFP) and Execute Contract with Consultant Team

The CC will procure a consultant to develop the Westside IRWMP in accordance with the DWR contract. The procurement process will include a request for proposals (possibly preceded with a request for qualifications). The CC will review the received proposals and select a consultant. The CC will conduct contract negotiations and the fiscal agent will execute a contract with the selected consultant.

5.3 Prepare Invoices and Fiscal Statements

On September 7, 2010 the Yolo County Flood Control & Water Conservation District (District) passed a resolution accepting the fiscal agent role on behalf of the Westside RWMG for the Proposition 84 planning grant (see Appendix 3). The Project Director (fiscal agent) will be the District General Manager who will be responsible for preparing invoices with appropriate funding match documentation to DWR. The invoices and funding match contributions will be reviewed with the CC and submitted to DWR in compliance with the Proposition 84 grant funding requirements.

The Project Director (fiscal agent) will also submit copies of the most recent three years of audited financial statements per the Proposition 84 Guidelines. The submittal will include 1) balance sheets, statements of sources of income and uses of funds, a summary description of existing debts including bonds, and the most recent annual budget; 2) a list of all cash reserves, restricted and unrestricted, and any planned uses of those reserves; and 3) any loans required for project funding and a description of the repayment method of any such loans. The District (fiscal agent) will also prepare any other fiscal documentation requested by DWR.

During the life of the grant agreement, the District (fiscal agent) will maintain internal controls such as an organizational chart and written internal procedures outlining receipts, deposits, disbursements, state reimbursement requests, grant expenditure tracking, and guidelines, policy, and procedures on the grant funded IRWMP process. The District will also maintain in its files audit reports of its internal control structure and/or financial statements within the last two years, prior audit reports for the IRWMP grant, original grant agreement with DWR, a listing of all bond-funded grants received from the State, a listing of other funding sources for each project, a listing of all consultant contracts, contracts between the District and Westside RWMG regional public agencies, invoices from all consultants for expenditures submitted to the State for reimbursement, receipts of payments received

from the State, deposit slips of payments received from the State, cancelled checks or disbursement documents showing payments made to consultants under the grant, and bank statements showing the deposit of the receipts. The District will keep accounting records as required by the Proposition 84 IRWM Guidelines Appendix E.

This task will be funded locally with these costs counted toward the grant in-kind match.

5.4 Prepare Quarterly Reports

The Project Director will be responsible for preparing quarterly and final status reports on the work and budget. The status reports will be reviewed with the CC and submitted to DWR in compliance with the Proposition 84 grant funding requirements.

This task will be funded locally with these costs counted toward the grant in-kind match.



